

LOCAL AUTHORITY GOOD PRACTICE REFERENCES

As of April 2018

Here are a few examples of good practice that might be helpful when developing or updating local authority webpages:

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| Process | Good practice reference |
| How to present a library of meeting minutes | [Fingal County Council](http://meetings.fingal.ie/ieListMeetings.aspx?CId=129&Year=0)[Offaly County Council](http://www.offaly.ie/eng/Services/Your-Councils/Offaly-County-Council-Meetings/Meeting-Minutes/) |
| How to present a library of annual budgets | [Laois County Council](http://www.laois.ie/publications/finance-2/) |
| How to present written submissions and observations submitted by the public on city and/or county development plans | [Cork County Council](http://corkcocodevplan.com/)[South Dublin County Council](http://www.southdublindevplan.ie/) |
| How to present motions submitted by Councillors on city and/or county development plans |
| How to present subsequent lists of all purchase orders raised for goods and services over €20,000  | [Meath County Council](http://www.meath.ie/CountyCouncil/Publications/FinancePublications/PurchaseOrders/) (notably in machine readable and pdf format) |
| How to present comprehensive procurement information | [Tipperary County Council](https://www.tipperarycoco.ie/your-council/routinely-available-information)[Leitrim County Council](http://www.leitrimcoco.ie/eng/Services_A-Z/Finance/Procurement/) |
| How to present a library of councillor expenses and payments | [Dublin City Council](http://www.dublincity.ie/main-menu-your-council/your-city-councillors) |
| How to present reports on councillor expenses and payments | [Clare County Council](https://www.clarecoco.ie/your-council/publications/register-of-councillors-expenses-january-to-december-2016-25382.pdf)  |
| How to present a library of donation statements | [Galway City Council](http://www.galwaycity.ie/publications/) |
| How to present a page on the Regulation of Lobbying Act | [Cork City Council](http://www.corkcity.ie/services/corporateandexternalaffairs/designatedpublicofficials/) |
| How to present a page on protected disclosures, including the policies and procedures and annual report | [Limerick City and County Council](https://www.limerick.ie/council/services/your-council/protected-disclosures/protected-disclosures) |
| How to present a library of audited annual financial statements | [Donegal County Council](http://www.donegalcoco.ie/services/financepublications/annualfinancialstatement/) |
| How to present a library of annual reports | [Longford County Council](http://www.longfordcoco.ie/Services/Corporate-Affairs/Annual-Report/Annual-Reports.html) |
| How to present annual registers of interest for councillors | [Monaghan County Council](https://monaghan.ie/ethics-and-declarations-of-interest/) |
| How to present a webpage on ethics and governance | [Dún Laoghaire–Rathdown County Council](http://www.dlrcoco.ie/en/council-democracy/governance)[[1]](#footnote-1) |
| How to present online corruption prevention and contingency plan | [Roscommon County Council](http://www.roscommoncoco.ie/en/About_Us/Business-Units/Finance/Internal_Audit/Roscommon_County_Council_Fraud_Prevention_And_Contingency_Plan.pdf) |

1. See also TI Ireland’s template, also provided in this toolkit series [↑](#footnote-ref-1)