



## Publication Scheme

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## CONTENTS

Paragraph	Description	Page Number
1.0	Introduction	3
2.0	Aim & Objectives	3
3.0	Classes of Information	4
4.0	Method by which information published under this scheme will be made available	4
5.0	Charges which may be made for information published under this scheme <ul style="list-style-type: none"> <li>• Photocopying</li> <li>• Administrative Charges</li> <li>• Written requests</li> <li>• Exempt Information</li> <li>• The Review Procedure</li> </ul>	5
6.0	Roles & Responsibilities	8
7.0	Impact Assessment <ul style="list-style-type: none"> <li>• Equality Screening &amp; Impact</li> <li>• Staff &amp; Financial Resources</li> </ul>	8
8.0	Support & Advice	8
9.0	Communication	8
10.0	Monitoring & Review Arrangements	9

Appendices	Description	Page Number
A	Information covered by the scheme and how it is available	10

## **1.0 INTRODUCTION**

1.1 This policy has been developed drawing upon the model publication scheme prepared and approved by the Information Commissioners Office (ICO). The scheme commits the Council to make information available to the public as part of its normal business activities. The information covered is included within the classes of information mentioned below, where held by the Council.

## **2.0 AIM & OBJECTIVES**

2.1 The scheme commits Mid Ulster District Council:

- To proactively publish or otherwise make available as a matter of routine, information, including environmental information, which is held by the council and falls within the classifications below
- To specify the information which is held by the Council and falls within the classifications below
- To proactively publish or otherwise make available as a matter of routine, information in line with the statements contained within this scheme
- To produce and publish the methods by which the specific information is made routinely available so that it can be easily identified and accessed by members of the public
- To review and update on a regular basis the information the authority makes available under this scheme
- To produce a schedule of any fees charged for access to information which is made proactively available
- To make this publication scheme available to the public
- To publish any dataset held that has been requested, and any updated versions it holds, unless the authority is satisfied that it is not appropriate to do so; to publish the dataset, where reasonably practicable in an electronic format that is capable of re-use; and if any information in the dataset is a relevant copyright work and the Council is the only owner, to make the information available for re-use under a specified licence. The 'term' dataset is defined in section 11(5) of the Freedom of Information Act. The terms 'relevant copyright work' and 'specified licence' are defined in section 19(8) of the Act

### **3.0 Classes of Information**

3.1 In the application of this publication scheme Council shall make reference to the following Classes of Information:

**(i) Who we are and what we do**

Organisational information, locations and contacts, constitutional and legal governance

**(ii) What we spend and how we spend it**

Financial information relating to projected and actual income and expenditure, tendering, procurement and contracts

**(iii) What our priorities are and how we are doing**

Strategy and performance information, plans, assessments, inspections and reviews

**(iv) How we make decisions**

Policy proposals and decisions. Decision making processes, internal criteria and procedures, consultations

**(v) Our policies and procedures.**

Current written protocols for delivering our functions and responsibilities

**(vi) Lists and registers**

Information held in registers required by law and other lists and registers relating to the functions of the authority.

**(vii) The services we offer**

Description of the services offered. Advice and guidance, booklets and leaflets, transactions and media releases.

The classes of information will not generally include:

- Information the disclosure of which is prevented by law, or exempt under the Freedom of Information Act (2000), or is otherwise properly considered to be protected from disclosure
- Information in draft form
- Information that is no longer readily available as it is contained in files that have been placed in archive storage, or is difficult to access for similar reasons.

### **4.0 Method by which information published under this scheme will be made available**

4.1. Appendix A details the information that is covered by this scheme and how it can be obtained. Council will work towards publishing the information on its

website: [www.midulstercouncil.org](http://www.midulstercouncil.org). Where it is impracticable to make information available on a website or when an individual does not wish to access the information by the website, information can be obtained by the following means:

- **Electronic requests** – via email to [info@midulstercouncil.org](mailto:info@midulstercouncil.org)

- **Postal requests** – in writing to:

Head of Democratic Services  
Mid Ulster District Council  
Dungannon Office  
Circular Road  
Dungannon  
BT71 6DT

- **In person** – In exceptional circumstances some information may be available only by viewing in person. An appointment to view the information can be arranged. In this circumstance provision of information will be considered in accordance with the provisions of the Freedom of Information Act (2000). To assist in the provision of obtaining information, persons should submit the request in writing to Head of Democratic Services, Mid Ulster District Council.

4.2 Information will be provided in the language in which it is held or in such other language that is legally required. Where the council is required to translate any information, it will do so.

4.3 Disability and discrimination obligations to provide information in alternative and formats will be adhered to when providing information in accordance with this scheme.

## **5.0 Charges which may be made for information published under this scheme**

5.1 The purpose of this scheme is to make the maximum amount of information readily available at minimum inconvenience and cost to the public. Charges made by the council for routinely published material will be justified and transparent and kept to a minimum.

5.2 Material which is published and accessed on a website will be provided free of charge.

5.3 Charges may be made for expenditure incurred in the distribution of information such as photocopying, postage and packaging costs and any costs directly incurred as a result of viewing information.

5.4 Charges may be made for information provided under this scheme where they are legally authorised, they are in all circumstances, including the general principles of the right of access to information held by public authorities,

justified and are in accordance with a published schedule or schedule of fees which is readily available to the public.

- 5.5 Charges may also be made for making datasets (or parts of datasets) that are relevant copyright works available for re-use. These charges will be in accordance with either regulations made under section 11B of the Freedom of Information Act or other enactments.
- 5.6 If a charge is to be made, confirmation of the payment due will be given before the information is provided. Payment may be requested prior to provision of the information.
- 5.7 Charges may be made for information subject to the following Publication Scheme Charges as determined by Mid Ulster District Council:

**Free of charge** - This includes general facts and information on the services offered to the public. In addition to information published on the Council's website it also includes answering telephone queries, providing copies of free leaflets and inspection of reference materials at Council offices.

**Priced Publications** – Where the information required is available in a priced publication, details of the publication, the cost and where to obtain it will be provided.

**Charges for Re-usable Datasets** – If the Council incurs a cost when making any data sets (or part of a data set) available for reuse a charge may be levied for the provision of such data set.

**Photocopying Costs, Postage and Packaging** – This incorporates already prepared information which can be photocopied or provided by a computer printout. This includes copies of entries in public registers, copies of Council internal guidance documents, explanatory material on dealing with the public and administrative applications as outlined in the charging regime:

A3 - A5 Double Sided	10p per sheet**
A2 Sheet	£2.00 per sheet**
A0 - A1 dyeline prints	£5.00 each
Postage & Packaging	At Cost Incurred

\*\* Cost for copying when in excess of £5 per request

### **Administrative Charges**

Planning Drawings	£5.00
Planning Copy of Decision Notice and Site Location Plan (includes electronic and postage means)	£5.00

Removal of Statutory Charge	£25.00
Re-stamping of Plans	£20.00
Re-issue of Approval Certificates	£15.00
Legal Enquiries regarding work stages	£25.00
Postal Address Confirmation	£15.00
Archive Search	£25.00
Exemption Letter	£15.00

No charges will be made where a request for information is refused. There will be no charge to appeal against a refusal to supply requested information. Nor will there be a charge to appeal against any charges made for requested information. Mid Ulster District Council owns the copyright to the information it produces.

## **5.1 Written requests**

5.1.1 Information held by a public authority that is not published under this scheme can be requested in writing, when its provision will be considered in accordance with the provisions of the Freedom of Information Act 2000. The Council has a responsibility to provide a response within 20 working days. Any such requests will be considered in line with the Councils statutory obligations.

## **5.2 Exempt Information**

5.2.2 In order to protect confidential or other information where its disclosure may prejudice the interest of others, the Freedom of Information Act 2000 sets out a series of exemptions.

5.2.3 The classes of information which the Council has specified in this scheme as being classes of information which it publishes or intends to publish, may in some cases contain material it considers to contain exempt information, as defined in the Freedom of Information Act 2000. Accordingly, any such information is excluded from this publication scheme.

5.2.4 If it is deemed that an exemption applies, the Council will provide a written notice citing the exception and the reason the information has been withheld. Full details of all exemptions under the Freedom of Information Act 2000 are indexed at [www.ico.org.uk](http://www.ico.org.uk).

## **5.3 The Review Procedure**

5.3.1 Any written reply from a requester expressing dissatisfaction with the Councils response has the right to embark on a two stage review process of the

Council's handling of the request. An internal review is normally completed before a right of appeal may be lodged with the Information Commissioner's Officer.

- 5.3.2 An internal review should be sought through the office of the Chief Executive of Mid Ulster District Council, Dungannon Office, Circular Road, Dungannon BT71 6DT. A member of staff who was not involved with the original request will undertake the review and will be considered by the Chief Executive.
- 5.3.2 If after an internal review, the requester remains dissatisfied, they have the right to appeal to the Information Commissioner. Request for a review by the Information Commissioner should be made in writing to, Commissioner's Office, 3<sup>rd</sup> Floor, 14 Cromac Place, Belfast, BT7 2JB.

## **6.0 ROLES AND RESPONSIBILITIES**

- 6.1 **Marketing and Communications:** requests can be made using the Council email address [info@midulstercouncil.org](mailto:info@midulstercouncil.org) as outlined in 4.1. The processing of requests will be designated to the appropriate officers.
- 6.2 **Democratic Services:** responsible for; processing requests received; considering requests to view documentation in person within the provisions of the Freedom of Information Act; arranging appointments to view; monitoring the relevant administrative arrangements.

## **7.0 IMPACT ASSESSMENTS**

### **7.1 Equality Screening & Impact**

- 7.1.1 The Publication Scheme is currently in draft form and yet to be equality screened.

### **7.2 Staff & Financial Resources**

- 7.2.1 No issues have been identified which will impact on the delivery of Council business as a result of this policy being implemented.

## **8.0 SUPPORT AND ADVICE**

- 8.1 Advice and guidance on the implementation of this can be sought from the Democratic Services.

## **9.0 COMMUNICATION**

- 9.1 Democratic Services shall be responsible for the communication and understanding of this Publication Scheme amongst all relevant staff.
- 9.2 This Publication Scheme will be communicated internally and Directors to ensure it is communicated with their relevant staff.



## **10.0 MONITORING & REVIEW ARRANGEMENTS**

10.1 Implementation of this Publication Scheme will be routinely monitored and a formal review undertaken 24 months from its effective date.

## Appendix A: Information covered by Scheme and Availability

### (i) Who we are and what we do

Category	Type of Information	How it can be accessed	Contact Details
Council Constitution	The constitution sets out how Mid Ulster District Council operates in the delivery of its full suite of functions, how decisions are made and the procedures in place to ensure everything the Council does is efficient, transparent and accountable to all who reside and avail of services within the District.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Council Information	The Council will provide information on the Councils activities and structures. This information includes:  The organisational structure of the Council, location, opening hours of main offices, main activities, development, contact details for services, latest news stories and available grant aid schemes.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Marketing and Communications Tel: 03000 132 132  Democratic Services Tel: 03000 132 132
Elected Members Information	Information and contact details for currently elected members.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Council Committee Structures and Positions of responsibility	Council Committee structures, roles and responsibilities and membership.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Member Allowance Scheme	Rates and Allowances payable to Elected members while undertaking Council business as set out in Appendices 1-6; Part 5 of the Council Constitution.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Attendance Records	Record of attendance of members at Council meetings.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Local Election Results	Election results for Mid Ulster District Council	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Codes and Protocol	Code of Conduct for Elected Members and Officers as set out in Part 4 of the Council Constitution.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Standing Orders	Rules of Procedure for Council. Council Standing	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132

	Orders are set out in Part 3 of the Council Constitution.		
Officers' Management Structure	Documents detailing the structure and functions of each Senior Officer as defined in Part 2; Annex 5 and Part 6 of the Council Constitution.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Organisational Development Tel: 03000 132 132
Job Vacancies	Current job vacancies within the Council	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Organisational Development Tel: 03000 132 132

## (ii) What we spend and how we spend it

Category	Type of Information	How it can be Accessed	Contact Details
Annual Statement of Accounts	The Council's financial performance as set out within the explanatory report and statement of income and expenditure prepared in line with the Code of Practice on Local Authority Accounting.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Finance Tel: 03000 132 132
Annual Budgets	Planned Income and Expenditure estimates to provide a range of financial resources to contribute to Mid Ulster's growth for the current financial year.	Available on request	Finance Tel: 03000 132 132
District Rates	The local district rate applicable for households and businesses for the current financial year.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Finance Tel: 03000 132 132
Grading Structure	The Grading Structure of officers within the Council	Available on request	Organisational Development Tel: 03000 132 132
Procurement Procedures	Procedures and guidelines used in the procurement of goods and services.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Procurement Tel: 03000 132 132
Tender Reports	Detail of contracts tendered during the current financial year.	Available on request	Procurement Tel: 03000 132 132
Statutory Returns	The mandatory submission of statutory reports of financial and non-financial information to a government agency	Available on request	Finance Tel: 03000 132 132  Organisational Development Tel: 03000 132 132
Capital Programme	Programme of Mid Ulster District Council Capital activity for the financial year	Available on request	Public Health and Infrastructure Tel: 03000 132 132

### (iii) What our priorities are how we are doing

Category	Type of Information	How it can be Accessed	Contact Details
Annual Report	The Annual Report outlines the main activities undertaken by the Council in the past year.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Corporate Plan	The Corporate Plan sets out the Council's arrangements for embedding a culture of continuous improvement across the Organisation with a special focus on continually improving the delivery of services.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Corporate Improvement Plan	This plan sets out the framework to evidence how the Council is making arrangements to improve and support the continuous improvement in the delivery of its services. It serves as a summary of the Council's in year improvement arrangements.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Strategies and plans for services provided by the Council	Details of the Council's strategies and activities plan for the Council area including information on partnership arrangements with other major stakeholders.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Economic Development Tourism Community Tel: 03000 132 132
Communications Strategy	The Communications Strategy helps the Council to achieve its overall objectives.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Marketing and Communications Tel: 03000 132 132
Complaints Procedures	Information on how to make a complaint about the service, actions or inactions of the Council or its officers as set out within the Customer Service Policy, Part 7 of the Council Constitution.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Marketing and Communications Tel: 03000 132 132  Democratic Services Tel: 03000 132 132

#### (iv) How we make decisions

Category	Type of Information	How it can be Accessed	Contact Details
Schedule of Council & Committee Meetings	A Mid Ulster District Council & Committee Meeting schedule including dates, times and locations.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Council and Committee Agendas and connected reports	In accordance with the Local Government Act (NI) 2014 Council/Committee Meeting Agendas and connected reports will be available in advance.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Council and Committee Minutes	Council minutes and other documents will be open to inspection following ratification.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Planning protocol Councils	Protocol advice and guidance to assist Council with regard to the operation of the Planning Committee	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Planning Tel: 03000 132 132  Democratic Services Tel: 03000 132 132
Scheme of delegation on Planning Matters	Delegation structure on Planning Applications agreed by Mid Ulster District Council following approval by the DOE for NI in accordance with Section 31 of The Planning Act (NI) 2011.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Planning Tel: 03000 132 132  Democratic Services Tel: 03000 132 132
Audio Recordings	Audio recordings of monthly meeting of Council	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Marketing and Communications Tel: 03000 132 132
Summary reports on Consultations	Summary reports of the results of consultations with the public and other stakeholder.	Available on request	Democratic Services Tel: 03000 132 132

#### (v) Our policies and procedures

Category	Type of Information	How it can be Accessed	Contact Details
Council Constitution	The constitution sets out how Mid Ulster District Council operates in the delivery of its full suite of functions, how decisions are made and the procedures in place to ensure everything the Council does is efficient, transparent and accountable to all who reside and avail of services within the District.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Code of Conduct for Councillors	Code of Conduct for Elected Members is set out in Part 4 of the constitution	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132

			Marketing and Communications Tel: 03000 132 132
Standing Orders	Rules of Procedure for Council. Council Standing Orders are set out in Part 3 of the Council Constitution.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Code of Conduct for Officers	Code of Conduct for Officers is set out in Part 4 of the constitution.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Organisational Development Tel: 03000 132 132
Employee and Councillor Working Relationship Protocol	Local Government Protocol to set out the working relationship between Councillors' and Employees of Mid Ulster District Council; part 4 of the constitution.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Organisational Development Tel: 03000 132 132
Planning Protocol	Protocol for the operation of Mid Ulster District Council Planning Committee.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Planning Tel: 03000 132 132
Planning Scheme of delegation	This scheme outlines the delegation of Planning Applications within the Council	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Planning Tel: 03000 132 132
Procurement Procedures	The process to be followed by all staff for procuring goods and services including the procurement thresholds	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Procurement Tel: 03000 132 132
Complaints Procedure	Information on how to make a complaint about the service, actions or inactions of the Council or its officers as set out in the Customer Service Policy, Part 7 of the Council Constitution.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132  Marketing and Communications Tel: 03000 132 132
Records Management	Mid Ulster District Council sets out its approach and procedural arrangements within the Retention and Disposal Schedule and Appendices	Available on request	Democratic Services Tel: 03000 132 132
Equality Scheme	How the Council are committed to effectively fulfil the statutory duties of Section 75 and Schedule 9 of the Northern Ireland Act 1998.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Fees and Charges	Fees and Charges for the access and delivery of Council Services.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Business & Communities Culture & Leisure Environment & Property Finance Organisational Dev Planning Public Health & Infrastructure Tel: 03000 132 132

## (vi) Lists & Registers

Category	Type of Information	How it can be Accessed	Contact Details
Members Register	This register provides information on the name and address of every Member of Council, including Committee Membership and positions of responsibility.  Elected Member information and contact details	Available on request subject to relevant statutory provisions.  <a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Council Scheme of Delegation	The Council Scheme of Delegation is designed to aid the integrated management of the organisation, the effective deployment of resources and the efficient delivery of services.	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Democratic Services Tel: 03000 132 132
Assets Register	A statement of key assets owned by the Council	Available for inspection by appointment	Finance Tel: 03000 132 132
Register of Members Interests	This register provides details of Members Interests	Available on request subject to relevant statutory provisions	Chief Executives Office Tel: 03000 132 132
Register of Disclosure & Declarations of Interests	This register provides information on a pecuniary and non-pecuniary interest declared by Members.	Available on request subject to relevant statutory provisions	Chief Executives Office Tel: 03000 132 132
Register of Gifts and Hospitality	This register provides information on gifts and hospitality declared by Members.	Available on request	Chief Executives Office Tel: 03000 132 132
Council Bye Laws	List of Council bye laws.	Available on request	Public Health and Infrastructure Tel: 03000 132 132
Statutory Returns	Statutory returns to Government Agencies including an Annual monitoring report on the composition of the workforce. This report is required by the Equality Commission NI who publish an annual report of Fair Employment monitoring in key public and private sectors	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	Organisational Development Tel: 03000 132 132  Finance Tel: 03000 132 132

## (vii) The Services we offer

Category	Type of Information	How it can be Accessed	Contact Details
Information for Residents	<p>The Council will provide information to its residents in relation to the following services:</p> <ul style="list-style-type: none"> <li>• Bins and Recycling</li> <li>• Births, Deaths and Marriages</li> <li>• Grants</li> <li>• Dogs and Animal Welfare</li> <li>• Noise</li> <li>• Pollution</li> <li>• Building Control</li> <li>• Off-Street Car Parking</li> <li>• Consumer Protection</li> <li>• Abandoned Cars</li> </ul>	www.midulstercouncil.org	<p>Organisational Development Tel: 03000 132 132</p> <p>Public Health &amp; Infrastructure Tel: 03000 132 132</p> <p>Environment &amp; Property Tel: 03000 132 132</p>
Information for Businesses	<p>The Council will provide information for its local businesses including the following:</p> <ul style="list-style-type: none"> <li>• Broadband Connection Vouchers Scheme</li> <li>• Business Events</li> <li>• Business Funding Opportunities</li> <li>• Jobs</li> <li>• Rural Development</li> <li>• Tenders</li> </ul>	www.midulstercouncil.org	Business & Communities Tel: 03000 132 132
Information for Communities	<p>The Council will provide information for its local community including the following:</p> <ul style="list-style-type: none"> <li>• Fuel Stamp Saving Scheme</li> <li>• Affordable Warmth</li> <li>• Policing &amp; Community Safety Partnership (PCSP)</li> <li>• Good Relations</li> <li>• Neighbourhood Renewal</li> <li>• Support for Refugees</li> <li>• Grants</li> <li>• Consumer Protection</li> <li>• Rural Development</li> </ul>	www.midulstercouncil.org	<p>Business &amp; Communities Tel: 03000 132 132</p> <p>Public Health and Infrastructure Tel: 03000 132 132</p>
Information Marketing	The Council will provide Marketing information, including leaflets, guidance, newsletters and media releases.	<p>Media releases www.midulstercouncil.org</p> <p>Other information available on request</p>	Marketing and Communications Tel: 03000 132 132
Things to do	The Council will provide information on Things to do in the Mid Ulster District Council area:	www.midulstercouncil.org	Culture and Leisure Tel: 03000 132 132



	<ul style="list-style-type: none"> <li>• Sport &amp; Leisure</li> <li>• Tourism &amp; Heritage</li> <li>• Arts &amp; Culture</li> <li>• Leisure Centres &amp; Sports Arenas</li> <li>• Outdoor Leisure</li> <li>• Places to visit</li> <li>• Heritage Sites</li> <li>• Tyrone &amp; Sperrins</li> <li>• Lough Neagh</li> <li>• Parks &amp; Open Spaces</li> </ul>		
On-Line Services	<p>The Council will provide information on its online services (this is not a definitive list and will be updated as required):</p> <ul style="list-style-type: none"> <li>• Entertainment Licence</li> <li>• Food Premises Approval</li> <li>• Caravan &amp; Camping Site Licence</li> <li>• Hairdresser and barber Registration</li> <li>• Guard Dog Kennels Registration</li> <li>• Street Trading Licence</li> <li>• Sunday Trading</li> <li>• Tattooing, Piercing, Acupuncture and Electrolysis</li> <li>• Water Cooling Towers and Evaporative Condensers</li> <li>• Register Premises for Weddings</li> <li>• Planning</li> </ul>	<a href="http://www.midulstercouncil.org">www.midulstercouncil.org</a>	<p>Public Health &amp; Infrastructure Tel: 03000 132 132</p> <p>Organisational Development Tel: 03000 132 132</p> <p>Planning Tel: 03000 132 132</p>