

**Scéim na Gaeilge**  
**Irish Language Scheme**



***Údaráis Áitiúla Chontae Chill Dara***  
***Kildare Local Authorities***



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## **Réamhrá**

Fáiltimid roimh fhoilsiú na scéime seo a hullmhaíodh i gcomhar le hAcht na dTeangacha Oifigiúla 2003 agus a cheadaigh an tAire Gnóthaí Pobail, Tuaithe agus Gaeltachta. Creidimid go gcuirfidh an scém le hinfhaighteacht seirbhísí poiblí Gaeilge agus go gcuideoidh sí chun an Ghaeilge a chothú i gContae Chill Dara.

Léiríonn an scém mar a bheartaíonn an chomhairle chontae a hoibleagáidí a chomhlíonadh i ndáil le húsáid na Gaeilge sa tréimhse 2008 go 2011. Beidh dúshláin shuntasacha ann i gcontae nach í an Ghaeilge teanga oibre fhorhóir na ndaoine ann. Mar sin féin, le dea-thoil na gcomhaltaí agus na foirne agus clár oiliúna Gaeilge leanúnach, táimid muiníneach go gcomhlíonfar na dúshláin agus go sárófar iad.

Tá buíochas tuillte ag an bhfoireann a bhí rannpháirteach i measúnú inmheánach na seirbhísí, acusan a bhfuil roinnt oiliúna déanta acu cheana féin, ag foireann na Roinne Seirbhísí Corparáideacha a bhí freagrach as na chéad chéimeanna ríthábhachtacha agus ag comhaltaí tofa na comhairle dá dtacaíocht leanúnach.

Senan Griffin (Méara)



Michael Malone (An Bainisteoir Contae)



## **Foreword**

We welcome the publication of this scheme which has been prepared in accordance with the Official Languages Act 2003 and approved by the Minister for Community, Rural and Gaeltacht Affairs. We believe that it will promote the availability of public services through Irish and make a contribution to sustaining the language in County Kildare.

The scheme outlines how the county council proposes to meet its obligations in relation to the use of the Irish language in the period 2008 to 2011. It will pose significant challenges in a county where Irish is not the ordinary working language of most people. However, with the goodwill of members and staff, the understanding of the public and an ongoing Irish training programme, we are confident that the challenges can be met and overcome.

Thanks are due to the staff who were involved in the internal assessment of services, to those who have already undergone initial training, to the staff in the Corporate Services Department who were responsible for the crucial first stages of the project and to the elected members of the council for their continuing support.

**Senan Griffin (Mayor)**



**Michael Malone (County Manager)**



# Caibidil 1

## ***Réamhrá agus Cúlra***

D'ullmhaigh Údaráis Áitiúla Chontae Chill Dara an Scéim Teanga seo faoi Alt 11 d'Acht na dTeangacha Oifigiúla 2003, a fhorálann go bhfuil sé de dhualgas ar chomhlachtaí poiblí scéim reachtúil a ullmhú a shonraíonn na seirbhísí a sholáthróidh siad:

- Trí mheán na Gaeilge
- Trí mheán an Bhéarla
- Trí mheán na Gaeilge agus an Bhéarla araon.

Ullmhaíodh an scéim le haird ar threoirínte faoi Alt 12 d'Acht na dTeangacha Oifigiúla 2003 arna eisiúint ag an Roinn Gnóthaí Pobail, Tuaithe agus Gaeltachta.

Fuair Comhairle Chontae Chill Dara fógra oifigiúil dár dáta an 11 Nollaig 2006 ón Aire Gnóthaí Pobail, Tuaithe agus Gaeltachta a d'éiligh gur chóir dréachtscéim a ullmhú.

D'fhoilsigh Údaráis Áitiúla Chontae Chill Dara fógra rúin chun scéim a ullmhú de réir Alt 13 (1)(a) den Acht an 14 Feabhra 2007 sna nuachtáin áitiúla agus ar ár láithreán gréasáin ag [www.kildare.ie](http://www.kildare.ie), a lorg cuireadh d'aighneachtaí suas go dtí an 23 Márta 2007. Ní bhfuarthas aon aighneachtaí i rith na tréimhse sin. Mar gheall ar an easpa freagraí ón bpobal níl an chomhairle seo ábalta aon bhreithiúnas a dhéanamh i láthair na huaire i ndáil leis an leibhéal seirbhíse atá riachtanach a sholáthar trí Ghaeilge chun riachtanais ár gcustaiméirí a shásamh. Leanfar ag athbhreithniú an cháis sin go leanúnach i rith shaolré an Phlean seo.

Agus an scéim seo á hullmhú, rinneadh suirbhé ar an bhfoireann go léir laistigh d'Údaráis Áitiúla Chontae Chill Dara chun an cumas Gaeilge laistigh den eagraíocht a mheas. Rinne gach roinn measúnú ar sheirbhísí a sholáthraítear i nGaeilge faoi láthair freisin agus breithníodh pleananna maidir le seirbhísí breise a chur ar fáil trí Ghaeilge i rith shaolré an Phlean seo.

Tá forbhreathnú gearr ar na seirbhísí a sholáthraíonn Údaráis Áitiúla Chontae Chill Dara san áireamh sa scéim seo.

Tá seirbhísí áirithe ann a bhfuil gach custaiméir ina dteideal de réir Acht na dTeangacha Oifigiúla, 2003 mar shampla freagra i nGaeilge ar chomhfhreagras i nGaeilge, cáipéisí áirithe a fhoilsiú i nGaeilge, lena n-áirítear ár dTuarascáil Bhliantúil.

Tá sé i gceist leis an scéim seo go bhfeabhsófar an leibhéal seirbhíse a sholáthraítear do chustaiméirí Údaráis Áitiúla Chontae Chill Dara i nGaeilge.

### ***Torthaí an tSuirbhé***

I gcomhar leis an iarratas ar aighneachtaí ón bpobal i ndáil le hullmhú an Phlean Teanga, lorgaíodh aiseolas go himmheánach ón bhfoireann chun na nithe seo a leanas a aimsiú:

- (i) Na seirbhísí a sholáthraítear/a d'fhéadfaí a sholáthar i nGaeilge i ngach aon Roinn
- (ii) Cumas Gaeilge fhoireann Údaráis Áitiúla Chontae Chill Dara

Tugtar achoimre i gCaibidil 2 sa Phlean seo ar na seirbhísí/gníomhaíochtaí a sholáthraíonn ranna na comhairle agus ar an gcumas Gaeilge.

Léirigh torthaí an tsuirbhé foirne go bhfuil cumas Gaeilge íseal go maith i measc ár bhfoireann, luaigh 6% go bhfuil leibhéal maith líofachta acu agus deir 65% go bhfuil leibhéal líofachta lag acu. Mar sin féin, léirigh 62% den fhoireann sa tsuirbhé go mbeadh siad sásta dul faoi oiliúint chun feabhas a chur ar a scileanna Gaeilge, agus léirigh 26% go mbeadh spéis acu in oiliúint. Tá ár moltaí chun an fhoireann a chur faoi oiliúint i nGaeilge agus a gcuid Gaeilge a fhorbairt leagtha amach níos mionsonraithe i gCaibidil 3 an Phlean seo.

Úsáidfear torthaí an tsuirbhé seo mar thagarmharc chun an dul chun cinn faoin scéim a mheas amach anseo.

### ***An Dáta a Thosóidh an Scéim***

Dheimhnigh an tAire Gnóthaí Pobail, Tuaithe agus Gaeltachta an scéim. Beidh feidhm leis an scéim ón 8 Meán Fómhair 2008 agus leanfar i mbun feidhme ar feadh tréimhse 3 bliana nó go ndeimhneoidh an tAire scéim nua de bhun Alt 15 d'Ácht na dTeangacha Oifigiúla, cibé acu is luaithe.

### ***Forbhreathnú ar Údaráis Áitiúla Chontae Chill Dara***

Tá Údaráis Áitiúla Chontae Chill Dara comhdhéanta de Chomhairle Chontae Chill Dara mar aon le ceithre Chomhairle Baile (An Nás, Baile Átha Í, Léim an Bhradáin agus An Droichead Nua) a thagann faoi dhlínse an Bhainisteoir Contae.

Tá straitéis chorparáide na n-údarás áitiúil leagtha amach inár bPlean Corparáide 2005-2009 **□ □ Making Kildare the place to be □ to live, to learn, to work, to visit and to do business □**

Díríonn an Plean Corparáide ar na bealaí a mbeidh seirbhísí le forbairt agus le seachadadh, chun go mbeidh rialtas áitiúil níos trédhearcaí agus níos cuntasáí trí dheis a thabhairt do na saoránaigh an leibhéal seirbhíse a thugann a gcomhairlí a mheas. Tá sé mar aidhm againn fás cothromaithe a chinntiú agus ár dtimpeallacht tógtha agus nádúrtha a fheabhsú.

Seo a leanas na príomhluachanna eagraíochtúla a bhainfear leas astu chun ár bhfís a bhaint amach:

- Dul Chun Cinn Eacnamaíoch
- Comhpháirtíocht
- Inbhuanaitheacht Chomhshaoil
- Uilechuimsitheacht Shóisialta
- Rannpháirtíocht an Phobail
- An Timpeallacht Nádúrtha a Fheabhsú
- An Timpeallacht Tógtha a Chosaint
- Cumarsáid agus Nuálaíocht
- Rialtas Láidir

Rangaítear feidhmeanna Údaráis Áitiúla Chontae Chill Dara faoi na hocht ngrúpa cláir seo a leanas:

- Tithíocht agus Tógáil
- Iompar agus Sábháilteacht ar an mBóthar
- Soláthar Uisce agus Séarachas
- Dreasachtaí Forbartha agus Rialú
- Cosaint an Chomhshaoil
- Áineas agus Taitneamhacht
- Talmhaíocht, Oideachas, Sláinte agus Leas
- Ginearálta agus Nithe Ilghnéitheacha

### ***Custaiméirí agus Cliaint***

Tá Contae Chill Dara comhdhéanta de 1,694 ciliméadar cearnach agus tá daonra de bheagnach 190,000 duine ann. Tháinig fás gan sárú ar an daonra sa chontae le roinnt blianta anuas ach mar sin féin, tá an daonra scaipthe go míchothrom agus tá beagnach aon tríú den daonra ina gcónaí sna bailte Cill Droichid, Léim an Bhradáin agus Maigh Nuad nó thart timpeall na mbailte sin.

Bíimid i dteagmháil go laethúil le raon éagsúil custaiméirí, go himmheánach agus go seachtrach araon. Is iad ár gcomhaltaí foirne na custaiméirí inmheánacha. Is iad daonra an chontae, ár ndaonra neamhbhuan a bhíonn ag taisteal tríd an chontae go laethúil, custaiméirí leictreonacha, mar aon leo seo a leanas ár gcustaiméirí seachtracha:

- ❑ An tAire agus an Roinn Comhshaoil, Oidhreacht agus Rialtais Áitiúil
- ❑ Ranna Rialtais agus Oifigí Aireachta eile
- ❑ Comhaltaí an Oireachtais
- ❑ Gníomhaireachtaí Stáit Eile
- ❑ Comhpháirtithe Sóisialta
- ❑ Údaráis Áitiúla agus Réigiúnacha eile
- ❑ Eagraíochtaí an Aontais Eorpaigh
- ❑ Grúpaí pobail áitiúla
- ❑ Grúpaí LEADER
- ❑ Soláthróirí seirbhísí san earnáil phríobháideach
- ❑ Gnólachtaí príobháideacha áitiúla

Is é Áras Chill Dara, atá lonnaithe ag Páirc Devoy, An Nás. an príomhphointe seirbhíse do Chomhairle Chontae Chill Dara agus do Chomhairle Baile an Náis, Tá oifigí Chomhairle Baile Átha Í lonnaithe i Rathstewart, Baile Átha Í; tá a n-oifig ag Comhairle Baile Léim an Bhradáin ag Teach an Bhaile Nua, Cnoc an Chaptaein, Léim an Bhradáin; agus is féidir teagmháil a dhéanamh le Comhairle Baile an Droichid Nua ag Halla na Cathrach, an Droichead Nua. Tá líonra Leabharlanna suite ar fud an chontae freisin, mar aon le cúig oifig ceantair, agus bíonn custaiméirí ábalta a bheith i dteagmháil linn iontu sin go léir.

Tá forbairt ár láithreán gréasáin mar chuid lárnach dár straitéis de sheirbhís do chustaiméirí. Bímid ag cuidiú lenár gcustaiméirí níos mó agus níos mó trí fheabhas a chur ar an tslí chun gnó a dhéanamh ar líne. Áirítear ar shamplaí den sórt sin mótarcháin nó íocaíochtaí i ndáil le táillí bruscair agus spreagfaimid daoine na saoráidí den scoth sin a úsáid an méid agus is féidir.

### ***Measúnú ar an méid seirbhísí atá ar fáil i nGaeilge cheana féin***

Is é príomhchuspóir Acht na dTeangacha Oifigiúla 2003 a chinntiú go mbeidh seirbhísí poiblí ar fáil níos forleithne i nGaeilge agus ar chaighdeán níos airde. Soláthraíonn Údaráis Áitiúla Chontae Chill Dara seirbhís an-teoranta faoi láthair go dátheangach nó trí mheán na Gaeilge. Is ionann an Plean seo agus an dúshraith chun feabhas a chur ar leibhéal agus ar chaighdeán na seirbhísí a sholáthrófar trí Ghaeilge de réir a chéile.

# Chapter 1

## *Introduction and Background*

The Kildare Local Authorities prepared this Language Scheme under Section 11 of the Official Languages Act 2003, which provides that public bodies have a duty to prepare a statutory scheme specifying the services that they will provide:

- Through the medium of Irish
- Through the medium of English
- Through the medium of both Irish and English.

The scheme was prepared having regard to guidelines under Section 12 of the Official Languages Act 2003 issued by the Department of Community, Rural and Gaeltacht Affairs.

Kildare County Council received an official notice dated 11 December 2006 from the Minister of Community, Rural and Gaeltacht Affairs requiring preparation of a draft Scheme.

Kildare Local Authorities published a notice of intention to prepare a scheme in accordance with Section 13(1)(a) of the Act on 14 February 2007 in the local newspapers and on our website at [www.kildare.ie](http://www.kildare.ie), inviting submissions up to 23 March 2007. No submissions were received during this period. Given the lack of response from the public this council is not currently in a position to make any judgement in relation to the level of service required to be provided through Irish in order to satisfy the needs of our customers. This situation will be continually reviewed during the lifetime of this Plan.

In preparation of this scheme all staff within Kildare Local Authorities were surveyed in order to establish the level of competency in the Irish language within the organisation. Each department also carried out an assessment of services currently provided through Irish and considered plans for further services to be made available through Irish during the life of the Plan.

This scheme includes a brief overview of the services provided by Kildare Local Authorities.

There are certain services to which each customer is entitled in accordance with the Official Languages Act 2003, such as response to correspondence in Irish through Irish, publication of certain documents in Irish, including our Annual Report.

This scheme sets out to improve the level of service provided to the customers of Kildare Local Authorities through Irish.

## ***Survey Results***

In conjunction with the request for public submissions in relation to the preparation of the Language Plan, feedback was also requested internally from our staff in an effort to determine:

- (i) The services provided/capable of being provided through Irish by each Department
- (ii) The level of competency in the Irish language among the staff of Kildare Local Authorities

Chapter 2 of this Plan summarises the services/activities provided by council departments and levels of Irish language proficiency.

The results of the staff survey show an existing relatively low level of Irish language competency among our staff, with 6% stating that they have a good level of fluency, while 65% state that their level of fluency is poor. However, 62% of staff surveyed have indicated a willingness to train to improve their Irish language skills, with 26% indicating that they may be interested in training. Our proposals for training and development of staff in the Irish language are set out in more detail in Chapter 3 of this Plan.

The results of the survey will be used as a benchmark for future evaluation of progress under this scheme.

## ***Commencement Date of Scheme***

The scheme has been confirmed by the Minister for Community, Rural and Gaeltacht Affairs. The scheme will commence from 8 September 2008 and shall remain in force for a period of 3 years, or until a new scheme has been confirmed by the Minister, pursuant to Section 15 of the Official Languages Act, whichever is earlier.

## ***Overview of Kildare Local Authorities***

Kildare Local Authorities are comprised of Kildare County Council, together with four Town Councils (Naas, Athy, Leixlip and Newbridge) all of which come under the jurisdiction of the County Manager.

The local authorities corporate strategy is set out in our Corporate Plan 2005-2009  **Making Kildare the place to be  to live, to learn, to work, to visit and to do business**

The focus of the Corporate Plan is on the ways in which services are to be developed and delivered, in order to make local government more transparent and accountable by offering citizens an opportunity to assess the level of service given by their councils. We aim to ensure balanced growth and the enhancement of the built and natural environment.

Key organisational values in achieving our vision are:

- Economic Progress
- Partnership
- Environmental Sustainability
- Social Inclusion
- Community Participation
- Enhancement of the Natural Environment
- Protection of the Built Environment
- Communication and Innovation
- Strong Government

The functions of Kildare Local Authorities are classified under the following eight programme groups:

- Housing and Building
- Road Transportation and Safety
- Water Supply and Sewerage
- Development Incentives and Control
- Environmental Protection
- Recreation and Amenity
- Agriculture, Education, Health and Welfare
- General and Miscellaneous

### ***Customers and Clients***

County Kildare has an area of 1,694 sq kilometres, with a population approaching 190,000. The county has seen unprecedented population growth during the last number of years, however, the population is unevenly distributed with almost one third of the people concentrated in an area in and around the towns of Celbridge, Leixlip and Maynooth.

We interact on a daily basis with a diverse range of customers, both external and internal. Internal customers are our staff members. Our external customers include the population of the county, our transient population who travel through our county on a daily basis, electronic customers as well as:

- The Minister and Department of the Environment, Heritage and Local Government
- Other Government Departments and Ministerial Offices
- Members of the Oireachtas
- Other State Agencies
- Social Partners
- Other local and regional authorities
- Organisations of the European Union
- Local community groups
- LEADER Groups
- Private sector service providers
- Local private businesses

The primary service point for Kildare County Council and Naas Town Council is Áras Chill Dara, which is situated at Devoy Park, Naas. Athy Town Council's offices are at Rathstewart, Athy; Leixlip Town Council have their office at Newtown House, Captain's Hill, Leixlip; and Newbridge Town Council can be contacted at Town Hall, Newbridge. There is also a network of Libraries throughout the county, together with five area offices, all of which have extensive customer contact.

A key part of our customer service strategy is the development of our website. Increasingly we are facilitating our customers by improving the means to do business on-line. Examples of this would include motor tax or payments in respect of refuse charges and we would encourage people to use these excellent facilities as much as possible.

### ***Assessment of the extent to which services are already available through Irish***

The primary objective of the Official Languages Act 2003 is to ensure better availability and a higher standard of public services through Irish. Kildare Local Authorities currently provide a very limited service either bilingually or through the medium of Irish. This Plan is the foundation for introducing a gradual improvement in the level and standard of services to be provided through Irish.

## **Caibidil 2**

### ***Achoimre ar na seirbhísí/gníomhaíochtaí a sholáthraíonn Ranna na Comhairle agus leibhéal an chumais Gaeilge***

Sa chaibidil seo, leagtar amach an seasamh i ndáil le soláthar seirbhísí/gníomhaíochtaí i ranna aonair laistigh d'Údarás Áitiúla Chontae Chill Dara agus an cumas Gaeilge i ngach aon roinn.

### ***Ranna a Oibríonn trí mheán na Gaeilge agus an Bhéarla araon***

I láthair na huaire, níl aon roinn laistigh d'Údarás Áitiúla Chontae Chill Dara ábalta a gcuid seirbhísí a sheachadadh go cuimsitheach trí mheán na Gaeilge agus an Bhéarla araon.

### ***Ranna a oibríonn le cumas Gaeilge teoranta***

Tá foireann sna ranna a leanas atá ábalta seirbhís dátheangach a thabhairt do chustaiméirí faoi láthair. Tá measúnú na seirbhíse bunaithe ar imlonnú na foirne reatha agus d'fhéadfadh sin athrú ag brath ar infhaighteacht na foirne laistigh de Rannóga. Déanfaidh Údarás Áitiúla Chontae Chill Dara dianiarracht áfach freagairt don éileamh feadh na ranna trí fhoireann a ath-imlonnú nuair is féidir. D'éirigh thar cionn leis na daoine sin lena mbaineann ag freastal ar chustaiméirí agus ar an bhfoireann go dtí seo agus leanfaidh siad ar aghaidh ag cuidiú leo amach anseo.

- An tSeirbhís Leabharlainne agus Ealaíon
- Seirbhísí Corparáideacha
- Pleanáil Chun Cinn
- Pleanáil
- Airgeadas
- Seirbhísí Uisce
- Comhairle Baile an Náis
- Comhairle Baile Átha Í

### **An tSeirbhís Leabharlainne agus Ealaíon**

Oibríonn an tSeirbhís Leabharlainne agus Ealaíon trí líonra de shé bhrainse leabharlainne déag agus Seirbhís Leabharlainne Soghluaiste, tá an Ceannteathrú ag Riverbank sa Droichead Nua. Tá an tseirbhís rannpháirteach i gcur chun cinn imeachtaí ealaíon, oideachais agus cultúir ar fud an chontae agus bíonn go leor imeachtaí den sórt sin ar bun sna brainsí leabharlainne éagsúla. Tá raon leabhar Gaeilge ag na pointí seirbhíse go léir, do dhaoine fásta agus do leanaí araon. Cuirtear ábhar nua i nGaeilge leis an stoc ar bhonn leanúnach; cuidíonn na feabhsúcháin ollmhóra ar chaighdeán agus ar

tharraingteacht na bhfoilseachán Gaeilge le blianta beaga anuas le soláthar an stoic nua sin, go háirithe i ndáil le leabhair do leanaí. Déantar gach iarracht chun éascú le hiarratais ar ábhar Gaeilge ar leith. Tá raon ábhar cluas-amhairc sna brainsí go léir freisin, ag leibhéal éagsúla chun cuidiú leosan ar mian leo foghlaim faoin nGaeilge nó feabhas a chur ar a nGaeilge labhartha.

Tá roinnt comhaltaí d'fhoireann na leabharlainne ábalta Gaeilge a labhairt agus a scríobh agus déantar gach iarracht freastal ar úsáideoirí na leabharlainne ar mian leo a ngnó a dhéanamh leis an tseirbhís trí Ghaeilge.

Tá Seirbhís Leabharlainne Scoileanna Chontae Chill Dara tiomanta acmhainní Gaeilge d'árdchaighdeán a sholáthar do bhunscoileanna sa chontae. Tá an tseirbhís sin ar fáil do na Gaelscoileanna sa chontae freisin. Áirítear ar na hacmhainní sin leabhair, téipeanna agus dlúthdhioscanna agus cuirfear ar fáil iad do lucht oideachais chun cuidiú le gníomhartha a thacaíonn le curaclam na scoile. Soláthraítear an tseirbhís sin freisin chun cuidiú le scoileanna a leabharlann féin a bheith acu agus chun cur le saothair sna seomraí ranga a chuideoidh le daltaí chun cur lena bhfoghlaim agus le gníomhaíochtaí fóillíochta.

### **Seirbhísí Corparáideacha**

Soláthraíonn an Roinn Seirbhísí Corparáideacha seirbhísí rúnaíochta do chruinnithe na comhairle contae agus a coistí. Ullmhaíonn an roinn seo clár oibre, miontuairiscí agus cáipéisíocht thacaíochta do chruinnithe reachtúla agus cruinnithe speisialta na comhairle freisin. Tá fógraí freastail ag cruinnithe na comhairle contae á n-eisiúint faoi láthair go dhátheangach. Áirítear ar na seirbhísí eile a sholáthraítear cumarsáid, cúram do chustaiméirí, clár na dtoghthóirí, deontais ardoideachais agus cóiríocht/cothabháil oifige. Tá rochtain teoranta ag an Roinn Seirbhísí Corparáideacha ar chainteoir Gaeilge a bheadh sásta cuidiú le hiarratais ar eolas poiblí i nGaeilge nuair a lorgaítear sin agus nuair a bhítear ar fáil.

### **Pleanáil Chun Cinn**

Is é aidhm na Roinne Pleanála agus Forbartha tríd is tríd forbairt chothromaithe a chur chun cinn sa chontae trí fhorbairt a chomhordú tríd an bpróiseas pleanála forbartha. Is é aidhm an Aonaid Pleanála Chun Cinn a chinntiú go mbeidh gach plean ag teacht le prionsabal na hinbhuanaitheachta, éascú le dul chun cinn eacnamaíoch agus sóisialta, úsáid éifeachtúil talamh a chur chun cinn agus an timpeallacht nádúrtha agus tógtha a chosaint.

Áirítear i gclár oibre an Aonaid Pleanála Chun Cinn athbhreithniú a dhéanamh ar an bPlean Forbartha Contae agus ar Phleananna an Cheantair Áitiúil, Pleananna Gníomh an Cheantair a ullmhú d'fhorbairt inbhuanaithe príomhláithreáin agus ceantair íogair agus tiomantais eile ón bPlean Contae a fheidhmiú.

Tá roinnt cainteoirí líofa Gaeilge sa roinn seo a bheadh sásta déileáil leis an bpobal nuair a lorgaítear sin agus nuair a bhítear ar fáil.

## **Pleanáil**

Is é cuspóir Údarás Pleanála Chontae Chill Dara forbairt inbhuanaithe a sheachadadh don ghlúin reatha agus do ghlúine amach anseo i gcomhar leis an bpobal. Baintear é sin amach trí sheachadadh éifeachtúil phróiseas iarratais phleanála laistigh de na tréimhsí reachtúla riachtanacha, clár forfheidhmithe éifeachtach a bhunú agus a chinntiú go gcomhlíonfar rialacháin tógála. Déanann an tÚdarás gach iarracht rochtain phoiblí éasca a sholáthar ar gach gníomhaíocht phleanála, eolas agus nósanna imeachta trí chuntar poiblí éifeachtúil agus seirbhís ar líne a sholáthar. Chun rochtain phoiblí a chinntiú trí Ghaeilge, tá Cainteoir Gaeilge líofa atá ábalta déileáil leis an bpobal i nGaeilge ann nuair a lorgaítear sin agus nuair a bhítear ar fáil.

## **Airgeadas**

Tá an Roinn Airgeadais freagrach as maoiniú gearrthéarmach agus fadtéarmach oibríochtaí na comhairle, cúrsaí ioncaim agus caipitil araon. Áirítear orthu monatóireacht agus rialú ar ioncam agus caiteachas i ngach réimse, iasachtaí fadtéarmacha agus riachtanais léasaithe a shocrú agus infheistiú i gcistí barrachais.

Bítear ag plé ar bhonn laethúil freisin le cuntasáíocht maidir le gach airgead a íocann an chomhairle nó a íoctar leis an gcomhairle. Íoctar ioncam na comhairle nó caiteachas laethúil as foinsí mar na Rátaí Tráchtála, Táillí Uisce Tráchtála, Deontais Rialtais agus cineálacha éagsúla eile ioncaim mar chíos tithíochta, táillí iarratais phleanála etc. Braitheann an t-airgead caipitil a bhíonn ar fáil ar leithroinntí Rialtais i réimsí mar Tithíocht, Bóithre agus Seirbhísí Comhshaoil etc. Sáraíonn ioncam bliantúil agus caiteachas caipitil le chéile €500 milliún faoi láthair. Tá cainteoir Gaeilge líofa a bheadh sásta déileáil leis an bpobal trí Ghaeilge ann nuair a lorgaítear sin agus nuair a bhítear ar fáil.

## **Seirbhísí Uisce**

Tá an Roinn Seirbhísí Uisce freagrach as ceangail uisce agus séarachais agus soláthar deontais do thoibreacha. Faoi láthair tá na foirmeacha iarratais go léir do na seirbhísí sin i mBéarla agus sin amháin agus mar gheall nach bhfuil cainteoir Gaeilge ar fáil laistigh den roinn, ní spreagtar iarratais trí Ghaeilge go gníomhach, cé nach gcuirtear ina n-aghaidh ach an oiread. Mar sin féin, sa chás go bhfaightear iarratas ar sholáthar seirbhíse i nGaeilge, déanfar gach iarracht a chinntiú go ndéileálfar leis i nGaeilge. Faoi láthair, bheadh gá le cúnamh ó lasmuigh den Roinn Seirbhísí Uisce ina thaobh seo. Thionscain an Roinn Seirbhísí Uisce polasaí ina bhfoilseofar gach fógra stoptha uisce go dátheangach.

## **Comhairle Baile an Náis**

Tá oifigí riaracháin Chomhairle Baile an Náis lonnaithe in Áras Chill Dara, Páirc Devoy, An Nás. Tá daonra de thart ar 20,000 sa Nás. Soláthraíonn Comhairle Baile an Náis raon leathan seirbhísí don cheantar riaracháin atá beagán os cionn 7 míle cearnach. Is iad na príomhsheirbhísí a chuirtear ar fáil i measc cinn eile

ná seirbhísí tithíochta, pleanála, bóithre agus comhshaoil. Ina theannta sin, tá ról ag an údarás áitiúil ó thaobh forbairt pobail agus soláthar saoráidí áineasa agus taitneamhachta.

Tá Comhairle Baile an Náis i mbun tionscadail faoi láthair ar sholáthar comharthaí sráide sa bhaile chun leagan Gaeilge na n-ainmneacha a chur san áireamh orthu. Tá an cumas reatha teoranta i ndáil le soláthar seirbhísí do chustaiméirí trí Ghaeilge.

### **Comhairle Baile Átha Í**

Ní sholáthraíonn aon roinn laistigh den Chomhairle Baile seirbhísí i nGaeilge agus i mBéarla araon faoi láthair. Mar sin féin, tá Gaeilge labhartha ag triúr den fhoireann agus tá duine amháin ábalta Gaeilge a scríobh. Tá an tseirbhís seo an-teoranta mar braitheann sé ar na daoine sin a bheith ar fáil. Tá na comhaltaí foirne sin sásta a gcuid seirbhísí a chur ar fáil chun cuidiú leis an bpobal má bhíonn gá.

Is é polasaí na Comhairle seo go nglacann gach eastát agus forbairt nua a n-ainm ón gceantar áitiúil trí cheangal éigin stairiúil. Aistrítear an t-ainm sin go Gaeilge ansin, agus ar an tslí sin tá na heastáit á n-ainmniú trí Ghaeilge anois.

## ***Ranna a oibríonn gan aon chumas Gaeilge***

Níl na Ranna a leanas ábalta seirbhís duine ar dhuine a sholáthar do chustaiméirí trí Ghaeilge faoi láthair.

- Comhshaoil
- Ailtirí
- Teicneolaíocht an Eolais agus na Cumarsáide
- Pobal agus Fiontar
- Forbairt Eacnamaíoch
- Tithíocht
- Acmhainní Daonna
- Iompar
- Mótarcháin
- Spóirt, Fóillíocht agus Áineas

### **Comhshaoil**

Tá an Roinn Seirbhísí Comhshaoil freagrach as seirbhísí bainistithe dramhaíola (lena n-áirítear athchúrsáil, bailiú agus diúscairt dramhaíola). Soláthraíonn an roinn seo seirbhísí glantacháin freisin, lena n-áirítear rialú bruscair, cláir feasachta comhshaoil agus rialáil agus forfheidhmiú dramhaíola. Áirítear ar na seirbhísí eile a sholáthraítear talamh adhlactha a sholáthar, madraí agus capaill a rialú. Tá seirbhísí áirithe ón Oifigeach Feasachta Comhshaoil ar fáil i nGaeilge agus i mBéarla, mar shampla, roinnt bróisiúir, a sholáthraíonn an Roinn Comhshaoil, Oidhreacht agus Rialtais Áitiúil.

### **Ailtirí**

Soláthraíonn an Roinn Seirbhísí Ailtireachta na seirbhísí seo a leanas:

- Dearadh foirgnimh, dearadh uirbeach agus seirbhísí bainistithe tionscadail tógála chuig gach stiúrthóireacht agus na comhairlí baile sa toghcheantar.
- Comhairle pleanála i ndáil leis an bplean forbartha contae agus pleananna ceantair áitiúil a ullmhú agus i ndáil le hiarratais phleanála aonair.
- Tacaíocht theicniúil agus seirbhísí bainistithe tionscadail ar chothabháil an stoc tógála reatha.
- Seirbhísí caomhnaithe do struchtúir chosanta faoi choimirce Údaráis Áitiúla Chontae Chill Dara.

### **Teicneolaíocht an Eolais agus na Cumarsáide**

Tá an Roinn TE freagrach as na teicneolaíochtaí eolais agus cumarsáide go léir ar fud na heagraíochta a chomhordú agus a fheidhmiú. Trí idirchaidreamh le rannóga eile forbraítear cláir oibre agus polasaithe chun riachtanais iomlána na heagraíochta a léiriú. Beidh an rannóg seo rannpháirteach ag cuidiú le soláthar eolais agus seirbhíse trí Ghaeilge.

## **Pobal agus Fiontar**

Tá pobail uilechuimsitheacha láidir agus inbhuanaithe a chruthú i measc na bhfeidhmeanna is tábhachtaí de chuid Údaráis Áitiúla Chontae Chill Dara. Mar chuid den phróiseas sin, tá comhshaol sláintiúil sóisialta agus eacnamaíoch a chinntiú do na pobail go léir i gContae Chill Dara. Soláthraíonn an Roinn Pobail agus Fiontair raon seirbhísí atá leagtha amach chun uilechuimsitheacht shóisialta a spreagadh agus daoine a bheith gníomhach i bhforbairt a bpobal féin lena n-áirítear na nithe seo a leanas:

- Deontais taitneamhachta, féilte agus pobail a bheidh mar bhonn do ghníomhaíocht pobail i bhforbairt tionscadail uilechuimsitheach a bheidh comhdhéanta de na hearnálacha go léir sa phobal, le súil agus forbairt pobail inmharthana, inbhuanaithe a chothú agus éascú le forbairt Ómós Áite dóibh sin a bhíonn ina gcónaí laistigh de phobal agus caipiteal sóisialta a fhorbairt
- Tacú le Tionscnamh Ómós Áite Chill Dara
- Forbairt Chomhairle na nÓg a éascú agus a bheith rannpháirteach ann go gníomhach
- Tacú le ceantar ainmnithe RAPID i mBaile Átha Í, tionscadail INTERREG agus tionscnaimh chúplála
- Ag seirbhísiú agus ag tacú le Bord Forbartha Chontae Chill Dara maidir le cuspóirí i straitéis an Bhoird Kildara 2012 a sheachadadh, straitéis ina chuimsítear bearta agus gníomhartha chun forbairt eacnamaíoch, shóisialta agus chultúir Chontae Chill Dara agus na daoine uilig ann a chur chun cinn go gníomhach
- Grúpaí na mbailte slachtmhara a spreagadh chun cur isteach ar Chomórtas Náisiúnta na mBailte Slachtmhara agus deontas dreasachta a thabhairt dóibh chun sin a dhéanamh
- Dhá sparántacht oideachais a bheidh dírithe ar dheis staidéir ag an tríú leibhéal a sholáthar do dhaoine nach mbeadh ar a gcumas cúrsa staidéir a dhéanamh mar gheall ar mhíbhuntáiste nó míchumas tromchúiseach. (Is do chúrsaí tríú leibhéal i réimse na forbartha pobail den chuid is mó, cé nach go heisiach, Sparántacht William G. Carroll. Tá sé i gceist go gclúdódh Sparántacht Oideachais Chill Dara do Daoine faoi Mhíchumas aon chúrsaí tríú leibhéal)

## **Forbairt Eacnamaíoch**

Is é príomhchuspóir na Rannóige Forbartha Eacnamaíoch a bheith mar chatalaíoch, nasc agus mar ghníomhaire d'fhorbairt eacnamaíoch sa chontae trí na nithe seo a leanas:

- Láithreáin tionsclaíoch agus gnó d'ardchaighdeán a chur chun cinn
- Nascáil le gníomhaireachtaí forbartha eacnamaíocha ó thaobh pleanáil chun cinn d'fhorbairt tionsclaíoch agus gnó an chontae
- Nascáil le gníomhaireachtaí chur chun cinn agus le hinstiúidí oideachais
- Tacaíocht a thabhairt do thionscnaimh gnó agus iad a chothú ag gach leibhéal, turasóireacht san áireamh.

## **Tithíocht**

Tá an Roinn Tithíochta freagrach as tithíocht an údaráis áitiúil a sholáthar. Comhlíontar an dualgas sin trí aonaid tithíochta a thógáil agus a cheannach chun cóiríocht a thabhairt d'íarratasóirí incháilithe ar an liosta tithíochta. Bíonn an tÚdarás Tithíochta freagrach ansin as aonaid a leithroinnt agus a ligean ar cíós agus iad a choinneáil go ginearálta.

Leanfaidh feidhm tithíochta na gcomhairlí contae ag forbairt. Ní soláthróir cóiríochta agus sin amháin níos mó iad údaráis áitiúla, agus bítear gníomhach agus rannpháirteach i saol na n-eastát tithíochta. Tá foireann pearsanra speisialach sa chomhairle seo atá fostaithe chun (a) éascú le pobail áitiúla lena bhforbairt féin, agus (b) dul i ngleic le hiompar frithshóisialta i dtithíocht an údaráis áitiúil. Tá oibríthe pobail fostaithe chun rannpháirtíocht an phobail a chinntiú i dtionscadail tithíochta sóisialta agus ar an tslí sin feabhas a chur ar chaighdeán saoil trí shaoránacht gníomhach agus uilechuimsitheacht shóisialta a chur chun cinn. Tugtar tacaíocht do chumainn cónaitheoirí freisin, do thionscnaimh áineasa do dhaoine óga agus do dhaoine níos sine mar aon le cláir oideachais do chónaitheoirí an údaráis áitiúil. Tá oiliúint réamh-thionóntachta mar chuid den phróiseas anois chun éascú le tionóntaí nua bogadh isteach le pobail nua agus a bheith rannpháirteach go gníomhach iontu.

Soláthraíonn an Roinn Tithíochta tithíocht inacmhainne freisin agus leithroinntear na haonaid sin chuig íarratasóirí incháilithe ar an liosta tithíochta inacmhainne atá againn. Tá pacáistí airgeadais chun cuidiú leis an bpobal tithíocht phríobháideach a fháil, i.e. iasachtaí do thithíocht inacmhainne agus iasachtaí d'úinéireacht roinnte ar fáil freisin.

## **Acmhainní Daonna**

Tá an Roinn Acmhainní Daonna freagrach as na nithe seo a leanas, foireann nua a earcú agus a roghnú, an fhoireann a chur faoi oiliúint agus iad a fhorbairt, bainistiú ar thinreamh, polasaí a chuidíonn leis an teaghlach agus caidrimh fostaithe san áit oibre a chur chun cinn. Beidh ról tábhachtach ag ár bpolasaí oiliúna agus forbartha i bhfeidhmiú an Phlean seo mar is ceart.

## **Iompar**

Tá an Roinn Iompair freagrach as gach gné de bhóithre poiblí ó phleanáil, dearadh agus tógáil bóithre nua agus an líonra bóithre reatha a chothabháil agus a uasghrádú lena n-áirítear comharthaí, soilse poiblí, moilliú tráchta agus bainistiú tráchta agus seirbhísí an mhaoir scoile a oibriú freisin.

## **Mótarcháin**

Tá an Roinn Mótarcháin freagrach as ceadúnais feithiclí agus ceadúnais tiománaithe a eisiúint. Bíonn ár n-oifig ar oscailt don phobal ó Luan go hAoine ó 9.30am go dtí 3.15pm. Tá foirmeacha iarratais ar fáil san oifig, ag stáisiún garda áitiúil agus is féidir iad a íoschóipeáil ónar láithreán gréasáin freisin ina bhfuil roinn ar Cheisteanna a Chuirtear go Minic freisin. Tá gach foirm iarratais ar fáil i nGaeilge ach iad a iarraidh. Bíonn na línte teileafóin ar oscailt ó Luan go hAoine ón 9.00am go dtí an 1.00pm agus ón 2.00pm go dtí an 5.00pm.

## **Spóirt, Fóillíocht agus Áineas**

Sa bhliain 1999, bhunaigh Comhairle Chontae Chill Dara Roinn Seirbhísí Fóillíochta chun aonad spóirt, fóillíochta agus áineasa a oibriú agus a bhainistiú. Ba í an chomhairle an dara údarás áitiúil sa tír a rinne a leithéid.

Tá an t-aonad freagrach as na nithe seo a leanas a bhainistiú:

- Linn Snámha an Náis
- Linn Snámha Bhaile Átha Í
- Ionad Spóirt agus Fóillíochta an Droichid Nua

Tá go leor feidhmeanna ag an roinn chun deiseanna spóirt, fóillíochta agus áineasa a sholáthar go díreach agus go hindíreach do chónaitheoirí agus do chuairoteoirí, iad seo a leanas san áireamh:

- Seirbhísí páirceanna agus tírdhreachú
- Áiteanna Súgartha a fhorbairt agus a chothabháil
- Spóirt a fhorbairt
- Deontais caipitil spóirt

Áirítear ar na seirbhísí a sholáthraítear i ndáil le páirceanna agus tírdhreachú; dearadh agus bainistiú na bpáirceanna reatha, na spásanna oscailte agus na timpealláin sa chontae. Soláthraítear seirbhísí mar bhearradh crainn agus cur crainn, cur bleibíní ar fud an chontae freisin. Cuirtear comhairle ar fáil freisin do ranna eile agus do chumainn na mbailte slachtmhara agus do chumainn cónaitheoirí ach sin a iarraidh.

## **Chapter 2**

### ***Summary of services/activities provided by Council Departments and levels of Irish language proficiency***

This chapter sets out the position in relation to service provision/activities by individual departments within Kildare Local Authorities, and the level of Irish proficiency in each of these.

### ***Departments Operating through the medium of both Irish and English***

At present no department within Kildare Local Authorities is in a position to deliver its services comprehensively through the medium of both Irish and English.

### ***Departments operating with limited Irish language capability***

The following departments currently have staff who are capable of providing a bilingual service to customers. Assessment of service available is based on current staff deployments and may vary subject to availability of staff within Sections. Kildare Local Authorities will, however, endeavour to respond to demand across departments by redeploying staff where possible. The individuals concerned have been extremely accommodating both to customers and staff in the past and will continue to assist in the future.

- Library and Arts Service
- Corporate Services
- Forward Planning
- Planning
- Finance
- Water Services
- Naas Town Council
- Athy Town Council

#### **Library and Arts Service**

The Library and Arts Service operates through a network of sixteen branch libraries and a Mobile Library Service, with its Headquarters at Riverbank in Newbridge. The service is involved in the promotion of artistic, educational and cultural events throughout the county and many such events take place in its branch libraries. All service points carry a range of books in Irish, for both adults and children. New material in Irish is added to stock on an ongoing basis; the provision of new stock is helped by the major improvements in the quality and attractiveness of Irish publications in recent years, particularly in respect of

children's books. Every effort is made to facilitate requests for specific Irish material. All branches carry a range of audio-visual material, at a variety of levels, to assist those wishing to learn or to improve their knowledge of spoken Irish.

Several members of library staff are competent in spoken and written Irish and every effort is made to accommodate library users who wish to transact business with the service through Irish.

Kildare County Schools Library Service is committed to providing good quality Irish language resources to primary schools in the county. This service is also available to the Gaelscoileanna in the county. These resources include books, tapes and CDs and are made available to educators to assist in actions that support the school curriculum. The service is also provided to help schools build their own library and classroom collections that can be accessed by pupils for learning and leisure activities.

### **Corporate Services**

The Corporate Services Department provides a secretariat service for meetings of the county council and its committees. This department also prepares agendas, minutes and supporting documentation for the statutory meetings and special meetings of the council. Notices for attendance at meetings of the county council are currently issued in bi-lingual format. Other services provided include communications, customer care, register of electors, higher education grants and office accommodation/maintenance. The Corporate Services Department has limited access to an Irish speaker who is willing to assist with public information requests in Irish when requested and available.

### **Forward Planning**

It is the aim of the Planning and Development Department in general to promote balanced development in the county by co-ordination of development through the development plan process. The aim of the Forward Planning Unit is to ensure that all plans accord with the principle of sustainability, facilitate economic and social progress, promote efficient use of land and safeguard the natural and built environment.

The work programme of the Forward Planning Unit involves reviewing the County Development Plan and Local Area Plans, preparing Area Action Plans for the sustainable development of key sites and sensitive areas and implementing other commitments from the County Plan.

There are several fluent Irish speakers in this department willing to deal with the public in Irish when requested and available.

## **Planning**

The objective of Kildare Planning Authority is to deliver sustainable development for current and future generations in partnership with the community. This is achieved through the efficient delivery of a planning application process within the required statutory periods, establishing an effective enforcement programme and ensuring compliance with building regulations. The Planning Authority endeavours to provide easy public access to all planning activities, information and procedures through efficient public counter and online service provision. To ensure public access through the medium of Irish there is a fluent Irish Speaker willing to deal with the public in Irish when requested and available.

## **Finance**

The Finance Department is responsible for the short and long-term financing of the council's operations, both of a revenue and capital nature. This encompasses monitoring and control of income and expenditure in all areas, arranging long-term borrowing and leasing requirements and investment of surplus funds.

It is also concerned on a daily basis with accounting for all money paid by, or to, the council. The council's revenue or day-to-day expenditure is defrayed from sources such as Commercial Rates, Commercial Water Charges, Government Grants and various other forms of income such as housing rents, planning application fees etc. The amount of capital money available is dependent on Government allocations in the areas of Housing, Roads and Environmental Services etc. Current combined annual revenue and capital expenditure exceeds €500 million. There is a fluent Irish speaker willing to deal with the public in Irish when requested and available.

## **Water Services**

The Water Services Department is responsible for water and sewerage connections and provision of well grants. At present all application forms for these services are in English language format only and, due to the non-availability of an Irish speaker within the department, applications through Irish are not actively encouraged, neither are they discouraged. However, where an application for provision of a service is received in Irish, all attempts would be made to ensure that the application would be dealt with in Irish. Currently, assistance from outside the Water Services Department would be required in this respect. The Water Services Department has initiated a policy whereby all water interruption notices are published bilingually.

## **Naas Town Council**

Naas Town Council administrative offices are located in Áras Chill Dara, Devoy Park, Naas. The population of Naas is approximately 20,000. Naas Town Council provides a wide range of services for the administrative area which is a little over 7 sq miles in extent. Among the many services offered the main ones are housing, planning, roads and environment.

In addition the local authority has a role in community development and the provision of recreation and amenity facilities.

Naas Town Council is currently carrying out a project on provision of street signage in the town to include the Irish version of the names. In relation to the provision of services to customers through the Irish language, current capability is limited.

### **Athy Town Council**

Currently no department within the Town Council delivers its service through the medium of both Irish and English. However, three staff members can converse in Irish and one can write through the medium of Irish. This service is very limited in availability depending on the individuals being accessible. The staff members have offered their services to assist the public where necessary.

This Council's policy is that all new estates and developments take their name from the local area using historical connotations. The name is then translated into Irish, thus the estates are now being named through the medium of Irish.

## ***Departments operating with no Irish language capability***

The following Departments currently are not in a position to provide a one-to-one service to customers through the Irish language.

- Environment
- Architects
- Information and Communications Technology
- Community and Enterprise
- Economic Development
- Housing
- Human Resources
- Transportation
- Motor Tax
- Sports, Leisure and Recreation

### **Environment**

The Environmental Services Department has responsibility for waste management services (which includes waste recycling collection and disposal). This department also provides cleansing services, including litter control, environmental awareness programmes and waste regulation and enforcement. Other services provided include provision of burial grounds, control of dogs and control of horses. Certain services from the Environmental Awareness Officer are available in Irish and English, for example some brochures, which are provided by the Department of the Environment, Heritage and Local Government.

### **Architects**

The Architectural Services Department provides the following services:

- Building design, urban design and construction project management services to all directorates and the constituent town councils.
- Planning advice in relation to the preparation of the county development plan, local area plans and individual planning applications.
- Technical support and project management services on the maintenance of existing building stock.
- Conservation services to protected structures under the aegis of Kildare Local Authorities.

### **Information and Communications Technology**

The IT Department is responsible for the co-ordination and implementation of all information and communications technologies throughout the organisation. By liaising with other sections work programmes and policies are developed to show the overall needs of the organisation. This section will play a part in facilitating information and service provision through the use of the Irish language.

## **Community and Enterprise**

Among the most important functions of Kildare Local Authorities is the creation of strong, sustainable and inclusive communities. Involved in this process is the delivery of a healthy social and economic environment for all the communities of County Kildare. The Community and Enterprise Department provides a range of services designed to encourage social inclusion and the active engagement of people in the development of their own communities including:

- Amenity, festival and community grants underpinning community activity in the development of inclusive projects encompassing all sectors of the community, with a view to fostering the development of viable, sustainable communities and to facilitate the development of A Sense of Place for those living within a community and the development of social capital
- Support for the Kildare Pride of Place Initiative
- Facilitating and actively engaging in the development of Comhairle na nÒg
- Supporting the designated RAPID area of Athy, INTERREG projects and twinning initiatives
- Servicing and supporting the Kildare County Development Board in the delivery of the objectives as contained in the KCDB Strategy [Kildare 2012] encompassing measures and actions to actively promote and underpin the economic, social and cultural development of County Kildare and all its people
- Encouraging tidy towns groups to enter the National Tidy Towns Competition and giving them an incentive grant to do so
- Providing two education bursaries designed to provide an opportunity to study at third level to persons who may not be in a position to undertake a course of study, because of serious disadvantage or disability. (The William G. Carroll Bursary is mainly, but not exclusively, for third level courses in the field of community development. The Kildare Education Bursary for People with Disabilities is intended to cover any third level course.)

## **Economic Development**

The main objective of the Economic Development Section is to act as a catalyst, link and agent for economic development in the county by:

- Promoting high quality industrial and business sites
- Linking with economic development agencies in forward planning for the industrial and business development of the county
- Linking with promotional agencies and educational institutions
- Fostering and supporting business initiatives at all levels, including tourism.

## **Housing**

The Housing Department is responsible for the provision of local authority housing. This obligation is fulfilled by the construction and purchase of housing units to accommodate eligible applicants on our housing list. The Housing Authority is then responsible for the allocation and renting of the units and their general upkeep.

The housing function of county councils continues to develop. A local authority is no longer a mere provider of accommodation, but is an active and involved supporter in the life of housing estates. In this council a team of specialist personnel has been employed to (a) facilitate local communities in their own development, and (b) combat anti-social behaviour in local authority housing. Community workers have been employed to actively pursue community involvement in social housing projects and in doing so to improve quality of life, by promoting active citizenship and social inclusion. They also support residents associations, recreational initiatives for young and old and educational programmes for local authority residents. Pre-tenancy training now forms part of the process of facilitating new tenants to move into, and become actively involved in, their new communities.

The Housing Department also provides affordable housing and these units are allocated to eligible applicants on our affordable housing list. Financial packages to aid the public in the acquisition of private housing, i.e. affordable housing loans and shared ownership loans are also available.

## **Human Resources**

The Human Resources Department has responsibility for recruitment and selection of new staff, training and development of staff, attendance management, promoting family friendly policies and employee relationships in the workplace. Our training and development policy will play a key role in the successful implementation of this Plan.

## **Transportation**

The Transportation Department is responsible for all aspects of public roads from planning, design, and construction of new roads to the maintenance and upgrade of the existing road network including signage, public lighting, traffic calming and management, and also the operation of school warden services.

## **Motor Tax**

The Motor Taxation Office Department is responsible for issuing vehicle licences and driver licences. Our office is open to the public Monday to Friday from 9.30am to 3.15pm. Application forms are available in the office, at local garda stations and also can be downloaded from our website, which also has a [Frequently Asked Questions](#) section. All applications forms are available in Irish on request. Telephone lines are open Monday to Friday from 9.00am to 1.00pm and from 2.00pm to 5.00pm.

### **Sports, Leisure and Recreation**

In 1999, Kildare County Council set up a Leisure Services Department to operate and manage a sports, leisure and recreation unit. It was the second local authority in the country to do so.

The unit has responsibility for the management of:

- Naas Swimming Pool
- Athy Swimming Pool
- Newbridge Sports and Leisure Centre

The department has many functions in providing sport, leisure and recreation opportunities both directly and indirectly to residents and visitors including:

- Parks and landscaping services
- Playground development and maintenance
- Sports development
- Sports capital grants

In relation to parks and landscaping, services provided include the design and management of existing parks, open spaces and roundabouts in the county. Services such as tree pruning and planting, bulb planting are also provided throughout the county. Advice is also available to other departments and to tidy towns and residents associations when requested.

## Caibidil 3

### *Feabhas a chur ar Sheirbhísí Dátheangach*

#### **Bealach Cumarsáide leis an bPobal**

Déanfar formhór de bhealaí cumarsáide Údaráis Áitiúla Chill Dara leis an bpobal i mBéarla, agus is beag Gaeilge a bhíonn curtha san áireamh.

Áirítear na nithe seo a leanas ar na modhanna cumarsáide:

- Foirmeacha Iarratais
- Foilseacháin
- Preas-eisiúintí
- Láithreán Gréasáin
- Ríomhphost
- Bróisiúir agus Bileoga Eolais
- Cumarsáid duine ar dhuine ag deasca seirbhíse do chustaiméirí, cuntair seirbhíse agus leabharlanna.
- Comharthaí

Tá sé beartaithe feabhas a chur ar mhodhanna cumarsáide i nGaeilge, faoin Scéim seo mar seo a leanas:

#### **Cumarsáid ó Bhéal**

Is é deasc na comhairle do sheirbhís do chustaiméirí an chéad phointe teagmhála atá ag cuairteoirí chuig Áras Chill Dara, agus déileálann ár n-oibreoirí teileafóin le gach gaoch ar ár bpríomhuimhir teileafóin.

- Beidh an fhoireann fáiltithe/ag an lasc-chlár ábalta ainm an údaráis áitiúil a thabhairt i nGaeilge faoi dheireadh 2008.
- Beidh siad ar an eolas maidir le beannachtaí bunúsacha Gaeilge agus tabharfar aitheantas díarratas ar sheirbhís i nGaeilge laistigh de théarma na scéime.
- Cuirfidh siad custaiméirí i dteagmháil leis an gcomhalta cuí den fhoireann a bheidh freagrach as an tseirbhís a bheidh riachtanach a sheachadadh laistigh de théarma na scéime seo.
- Cuirfear foireann na heagraíochta ar an eolas maidir le hainmneacha a gcomhghleacaithe atá sásta déileáil leis an bpobal i nGaeilge. Beidh an t-eolas sin le feiceáil inár gcóras inlín inmheánach.

Tá tús curtha le tionscnamh nua do chustaiméirí ar mian leo a dtáillí bruscair bliantúla a íoc trí leas a bhaint ar an gcóras teileafóin uathoibríthe trí mheán na Gaeilge. Tá monatóireacht á dhéanamh ar an tionscnamh sin faoi láthair chun a aimsiú mar atá custaiméirí ag glacadh leis agus, má dhéantar sin a bharántú, d'fhéadfaí an tsaoráid sin a shíneadh chuig seirbhísí íocaíochta uathoibríthe eile i rith shaolré an phlean seo.

### **Teicneolaíocht an Eolais**

- Beidh láithreán gréasáin na comhairle ([www.kildarecoco.ie](http://www.kildarecoco.ie)) a bhíonn á úsáid ag an bpobal ábalta a bheith dátheangach faoi dheireadh 2008.
- Beidh na rannóga éagsúla de láithreán gréasáin Údaráis Áitiúla Chontae Chill Dara ar fáil go dátheangach laistigh de shaolré na scéime seo:
  - Ár gComhairle
  - Mionsonraí Teagmhála
  - Mionsonraí Suímh
  - Cúnamh/Inrochtaineacht
  - Cuirfear foirmeacha iarratais/bróisiúir/bileoga eolais, aistrithe ar fáil ar ár láithreán gréasáin.
- Tabharfar aghaidh ar an tsaincheist láithreáin ghréasáin na gcomhairlí baile aonair a bheith dátheangach mar chuid den dara plean teanga agus aon phlean eile ina dhiaidh sin.
- Cuirfear aon chórais idirghníomhacha nua ar fáil go dátheangach faoi réir ag soláthar córais riachtanacha/athruithe ar an gcóras ó Bhord Seirbhísí Ríomhairí an Rialtais Áitiúil.
- Déanfar córais idirghníomhacha reatha a uasghrádú chun a chinntiú go mbeidh siad ar fáil go dátheangach i rith shaolré na scéime seo, faoi réir ag soláthar córais riachtanacha ó Bhord Seirbhísí Ríomhairí an Rialtais Áitiúil.
- Cinnteoidh Údaráis Áitiúla Chontae Chill Dara go mbeidh aon bhogearraí ríomhairí nua lena mbaineann inrochtaineacht phoiblí a fhorbrófar, déanta ar shlí go mbeidh an pobal in ann rochtain a dhéanamh air i nGaeilge agus cinnteofar freisin (an méid agus is féidir sin a bheith faoinár smacht) go ndéanfar córais reatha den sórt sin a chomhoiriúnú laistigh de shaolré na scéime seo.
- Tá an séanadh ar gach teachtaireacht ríomhphoist dátheangach anois.
- Bunófar seoladh ríomhphoist cineálach as Gaeilge chun éascú le freagra tapa i nGaeilge.

### **Cáipéisíocht i Scríbhinn**

I rith shaolré na scéime, feidhmeoidh Údaráis Áitiúla Chontae Chill Dara na prionsabail a leanas maidir le gach cáipéisíocht i scríbhinn a tháirgeofar:

- Ó thús na scéime, beidh gach bileog eolais agus foirmeacha eolais nua a tháirgeoidh Údaráis Áitiúla Chontae Chill Dara dátheangach agus beidh siad ar fáil mar aon cháipéis amháin mura mbeadh méid, nádúr nó leagan amach na cáipéise ar shlí go mbeadh sé níos praiticiúla dá mbeadh clúdach ar leithligh orthu.
- Thar shaolré na scéime, táirgeofar aon bhileoga eolais agus foirmeacha iarratais reatha de chuid Údaráis Áitiúla Chontae Chill Dara, a dhéanfar a uasghradú nó a athbhreithniú, go dátheangach. Beidh aon cháipéisí athbhreithnithe ar fáil mar aon cháipéis amháin mura mbeidh méid, nádúr nó leagan amach na cáipéise ar shlí go mbeadh sé níos praiticiúla dá mbeadh clúdach ar leithligh orthu.

- I gcás foirmeacha iarratais chaighdeánaithe náisiúnta, nach dtáirgeann Údarás Áitiúla Chontae Chill Dara, cinnteofar go mbeidh soláthar dóthanach d'fhoirmeacha dátheangacha ar fáil sa chás go mbeidh siad sin ar fáil i bhformáid dátheangach.
- Ní bheidh cáipéisí tairisceana ar fáil go dátheangach thar shaolré na chéad scéime.
- Eiseofar fógraí freastail do gach cruinniú de chuid na Comhairle go dátheangach faoi dheireadh 2008.

### **Seirbhísí ag an gCuntar**

Laistigh de dhá bhliain ó thús na Scéime seo, beidh seirbhís cuntair dátheangach ar fáil laistigh dár seirbhís leabharlainne. Aithneofar an fhoireann trína bhféadfar seirbhísí trí Ghaeilge a sholáthar sa tseirbhís leabharlainne agus tabharfar oiliúint chuí dóibh chun cuidiú leo a ról a chomhlíonadh.

### **Preas-eisiúintí**

- Ó thús na scéime seo, táirgeofar preas-eisiúintí a bhaineann le saincheisteanna Gaeilge go dátheangach.
- Ó thús na scéime seo, beidh 10% de gach preas-eisiúint a eiseofar in aghaidh na bliana ar fáil go dátheangach. Cuirfear leis an gcéatadán sin i scéimeanna ina dhiaidh sin.

### **Oiliúint agus Forbairt**

Spreagann Údarás Áitiúla Chontae Chill Dara oiliúint agus forbairt do gach comhalta agus gach duine den fhoireann agus tugtar tacaíocht dóibh. Tá tiomantas inár gCairt do Shaoránaigh chun seirbhís ar ardchaighdeán a sheachadadh ar shlí éifeachtach agus comhbhách agus d'fhonn sin oiliúint agus forbairt a sholáthar don fhoireann go leanúnach.

Tá tiomantas sa cháipéis *Towards 2016* □ *Ten-Year Framework Social Partnership Agreement 2006-2015*, cur leis an líon foghlaim agus breisoiliúint ag an áit oibre.

Chun tacú leis an méid thuas agus de réir Acht na dTeangacha Oifigiúla, 2003 déanfaidh Údarás Áitiúla Chontae Chill Dara na nithe seo a leanas:

- Cinnteofar go spreagfar comhaltaí agus an fhoireann, agus go dtabharfar an deis dóibh a gcuid scileanna Gaeilge a fheabhsú trí chúrsaí oiliúna agus forbartha chun feabhas a chur ar sholáthar seirbhíse níos fearr trí Ghaeilge. Tá roinnt den fhoireann feadh na heagraíochta ag freastal ar chúrsaí bunúsacha agus idirmheánacha Gaeilge faoi láthair. Déanfar monatóireacht ar thorthaí na gcúrsaí sin agus reáchtálfar tuilleadh cúrsaí Gaeilge i rith shaolré an phlean chun freastal ar riachtanais na foirne.

- Áireofar feasacht teanga mar chuid de chúrsaí oiliúna Ionduchtúcháin agus Cúram do Chustaiméirí
- Soláthrófar feasacht struchtúrtha agus oiliúint teanga saincheaptha ar bhonn céimnithe don fhoireann agus do na comhairleoirí
- Lorgófar daoine deonacha chun seirbhísí Gaeilge a sholáthar sna Rannóga iomchuí feadh Údaráis Chontae Chill Dara
- Cinnteofar go dtabharfar an tacaíocht a bheidh riachtanach don fhoireann a bheidh sásta seirbhísí a sholáthar trí Ghaeilge.

### **Gaelscoileanna & Eagraíochtaí Gaeilge Eile**

Aithníonn Údaráis Áitiúla Chontae Chill Dara agus tugtar aitheantas don tosaíocht teanga ar leith atá ag scoileanna Gaeilge agus ag Gaelscoileanna i gContae Chill Dara mar aon le heagraíochtaí agus grúpaí Gaeilge eile atá ag oibriú ar fud an chontae agus go náisiúnta. Éascófar le soláthar seirbhísí Gaeilge do na comhlachtaí agus na grúpaí sin go háirithe thar shaolré na scéime seo.

Eagróidh Údaráis Áitiúla Chontae Chill Dara fóram bliantúil chun cur ar chumas na ndaoine aonair agus na ngrúpaí leasmhara go léir laistigh den chontae teacht le chéile leis an gcuspóir cur chun cinn na Gaeilge a chomhordú.

### **Oifigeach Gaeilge**

Níl seirbhísí Oifigeach Gaeilge ag Údaráis Áitiúla Chontae Chill Dara faoi láthair. Breithneofar thar shaolré an Phlean seo áfach an fheidhm sin a shannadh ar chomhalta foirne reatha. Coimeádfar an cás sin faoi athbhreithniú agus, faoi réir ag éileamh, d'fhéadfadh gur post lánaimseartha a bheadh ann. Scrúdóimid an féidearthacht Oifigeach Gaeilge a roinnt le húdarás áitiúil in aice láimhe, faoi réir ag sannadh na Roinne Comhshaoil, Oidhreacht agus Rialtais Áitiúil.

### **Forbairtí Tithíochta a Ainmniú**

Is é polasaí na comhairle, mar atá sa Phlean Forbartha Contae, go léireoidh ainm na bhforbairtí cónaithe nua oidhreacht áitiúil trí logainmneacha áitiúla a úsáid nó ainmneacha tíreolaíoch, stairiúla nó cultúir a úsáid nuair a bheidh forbairtí cónaithe nua á n-ainmniú. Spreagtar agus leanfar ag spreagadh úsáid na Gaeilge i ngach moladh a bhaineann le hainmneacha. Ceadaíonn an chomhairle ainmniú forbairtí cónaithe chun a chinntiú go gcomhlíonfar polasaí agus go seachnófar mearbhall maidir le hainmneacha den sórt céanna in áiteanna eile. D'fhéadfadh an t-údarás pleanála dul i gComhairle leis an gCoimisiún Logainmneacha ina thaobh sin.

## **Chapter 3**

### ***Enhancement of Bilingual Services***

#### **Means of Communication with the Public**

The majority of Kildare Local Authorities methods of communication with the public are currently made in English, with limited Irish included.

These methods of communication include:

- Application Forms
- Publications
- Press Releases
- Website
- E-mail
- Brochures and Information Leaflets
- One-to-one communication at customer service desks, service counters and libraries.
- Signage

It is proposed to improve methods of communication in Irish, under this Scheme, as follows:

#### **Oral Communication**

The council's customer service desk is the first point of contact for visitors to Áras Chill Dara, while our telephone operators deal with all calls to our main telephone number.

- Reception/switchboard staff will be able to give the name of the local authority in Irish by the end of 2008.
- They will be familiar with the basic greetings in Irish and will acknowledge a request for a service in Irish within the term of this scheme.
- They will put customers in touch with the appropriate member of staff responsible for delivery of the service required within the term of this scheme.
- Staff in the organisation will be made aware of the names of colleagues willing to deal with the public in Irish. This information will be displayed on our internal intranet system.

A new initiative has been introduced for customers wishing to pay their annual refuse charges using our automated telephone system through the medium of Irish. This initiative is currently being monitored to establish how it is being received by our customers and, if warranted, this facility may be extended to other automated payment services during the life of this plan.

## **Information Technology**

- The public facing website for the council ([www.kildarecoco.ie](http://www.kildarecoco.ie)) will be capable of bilingualism by the end of 2008.
- The following sections of the Kildare Local Authorities website will be made available bilingually within the lifetime of this scheme:
  - Our Council
  - Contact Details
  - Location Details
  - Help/Accessibility
  - Application forms/brochures/information leaflets, as translated, will be made available on our website.
- The issue of making individual town council websites bilingual will be addressed as part of the second and subsequent language plan.
- Any new interactive systems will be made available bilingually subject to the provision of the necessary systems/system changes from the Local Government Computer Services Board.
- Existing interactive systems will be upgraded to ensure they are available bilingually during the life of this scheme, subject to the provision of the necessary systems from the Local Government Computer Services Board.
- Kildare Local Authorities shall ensure that any new computer software involving public accessibility which is being developed, is fully capable of being accessed by the public in the Irish language and will also ensure (in so far as it is under our control) that existing such systems are made compatible within the lifetime of this scheme.
- The disclaimer on all e-mail messages is now bilingual.
- A generic e-mail address for queries in Gaeilge will be established to facilitate prompt response in the Irish language.

## **Written Documentation**

During the lifetime of the scheme, Kildare Local Authorities will apply the following principles to any written documentation produced:

- From the commencement of the scheme, all new information leaflets and application forms produced by Kildare Local Authorities shall be bilingual and will be available as one document unless the size, nature or layout of the document is such that separate cover would be more practical.
- Over the lifetime of the scheme existing information leaflets and application forms, produced by Kildare Local Authorities, that are updated or reviewed will be produced bilingually. Any reviewed documents shall be available as one document unless the size, nature and layout of the document is such that separate cover would be more practical.
- In the case of national standardised application forms, not produced by Kildare Local Authorities, it shall be ensured that an adequate supply of bilingual forms be available where such is available in bilingual format.

- Tender documents shall not be available bilingually over the lifespan of the first scheme.
- Notices for attendance at all meetings of the Council will be issued in bilingual format by the end of 2008.

### **Counter Services**

Within two years of the commencement of this Scheme a bilingual counter service will be available within our library service. Staff will be identified through whom services through Irish can be delivered in the library service and appropriate training will be given to allow them to fulfil this role.

### **Press Releases**

- From the commencement of the scheme, press releases relating to Irish language issues will be produced bilingually.
- From commencement of this scheme, 10% of all press releases issued per annum shall be made available bilingually. In subsequent schemes, this percentage shall be increased.

### **Training and Development**

Kildare Local Authorities encourage and support training and development of all members and staff. Our Citizen Charter contains a commitment to deliver a quality service in an effective and caring manner and for this purpose to provide ongoing staff training and development.

There is also a commitment in *Towards 2016* □ *Ten-Year Framework Social Partnership Agreement 2006-2015*, to increase the levels of workplace learning and upskilling.

In light of above and in accordance with the Official Languages Act 2003, Kildare Local Authorities will:

- Ensure that members and staff are encouraged, and given the opportunity, to improve their Irish language skills through training and development courses in order to improve service provision through the Irish language. A number of staff across the organisation are currently attending basic and intermediate Irish language courses. The outcome of these courses will be monitored and further Irish language courses will be held during the life of the plan to suit the needs of our staff.
- Include language awareness as part of both Induction and Customer Care training courses

- Provide structured awareness and tailored language training on a phased basis for staff and councillors
- Seek volunteers to provide Irish language services in relevant Sections across the Kildare Authorities
- Ensure that staff volunteering to provide services through Irish will be given the necessary support.

### **Gaelscoileanna & Other Irish Language Organisations**

Kildare Local Authorities recognise and acknowledge the particular linguistic preferences of Irish language schools and Gaelscoileanna in Co Kildare, as well as other Irish Language organisations and groups operating throughout the county and nationally. The provision of services in Irish to these particular bodies and groups will be facilitated over the lifetime of this scheme.

Kildare Local Authorities will organise an annual forum to enable all interested individuals and groups within the county to come together with the purpose of co-ordinating the promotion of the Irish language.

### **Irish Officer**

Kildare Local Authorities do not currently have the services of an Irish Officer. Consideration will, however, be given, over the life of this Plan, to assigning this function to an existing member of staff. This situation will be kept under review and, subject to demand, may become a full-time position. We will also explore the possibility of sharing an Irish Officer with an adjoining local authority, subject to the sanction of the Department of the Environment, Heritage and Local Government.

### **Naming of Housing Developments**

It is the policy of the council, as contained in the County Development Plan, that the naming of new residential developments should reflect local heritage by encouraging the use of local place names or geographical, historical, cultural names in the naming of new residential developments. The use of Irish is, and will continue to be, encouraged in all naming proposals. The council approve the naming of residential developments in order to ensure compliance with the policy and to avoid confusion in regard to similar names in other locations. The planning authority may consult with the Placenames Commission in this regard.

## **Caibidil 4**

### ***Monatóireacht, Athbhreithniú agus Poibliú a dhéanamh ar an Scéim Chomhaontaithe***

#### **Monatóireacht agus Athbhreithniú**

Coinneoidh Údaráis Áitiúla Chontae Chill Dara oibriú éifeachtach na scéime seo faoi athbhreithniú mar chuid dá phróiseas athbhreithniú a dhéanamh go bliantúil ar fheidhmíocht agus déanfar mionsonraí ar an dul chun cinn a fhoilsiú inár dTuarascáil Bhliantúil. Bainisteoirí líne i ngach aon roinn atá freagrach as feidhmiú an Phlean laistigh dá réimsí féin a bheidh i bhfeighil na monatóireachta ó lá go lá.

#### **Poibliú a dhéanamh ar an Scéim Chomhaontaithe**

Déanfar ábhar na scéime a fhógairt don phobal i gcoitinne trí na nithe seo a leanas:

- Preas-eisiúint
- Seoladh Oifigiúil
- Foilsiú ar láithreán greasáin Idirlín, Inlíon agus Eislíon na Comhairle
- Cuirfear seirbhísí Gaeilge feabhsaithe in iúl dár gcustaiméirí
- Seolfar cóip den Scéim seo chuig Oifig an Choimisinéara Teanga.

## **Chapter 4**

### ***Monitoring, Revision and Publicity of Agreed Scheme***

#### **Monitoring and Revision**

Kildare Local Authorities will keep the effective operation of this scheme under review as part of its process of annually reviewing its performance and details of progress will be published in our Annual Report. The day-to-day monitoring function will be carried out primarily by line managers in each of the departments, who are responsible for implementation of the Plan within their own areas.

#### **Publicising of Agreed Scheme**

The contents of this scheme will be advertised to the general public by means of:

- Press Release
- Official Launch
- Publication on the Council's Internet, Intranet and Extranet website
- Communication of improved Irish services to our customers
- A copy of this Scheme will also be forwarded to Oifig Choimisinéir na dTeangacha Oifigiúla.