

Report on	Property Services Service Improvement Plan 2018/19
Date of Meeting	8 th May 2018
Reporting Officer	Terry Scullion, Head of Property Services
Contact Officer	Terry Scullion, Head of Property Services

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report
1.1	To inform members of the content of and to seek approval for the annual Service Improvement Plan (SIP) for Property Services for 2018/19.
2.0	Background
2.1	The Property Services Improvement Plan for 2017/18 was approved at the Environment Committee meeting in May 2017. A SIP for the new financial year (2018/19) is now required.
3.0	Main Report
3.1	Property Services is part of the Environment and Property Directorate and is responsible for the following function areas across Mid Ulster District Council: <ul style="list-style-type: none"> • Property/Asset Management and Maintenance • Compliance and Energy Management • Fleet Management and Maintenance • Cemeteries (Operational and Historical) • Grounds Maintenance • Off Street Car Parking • Public Toilets
3.2	The Service Improvement Plan includes the following areas: <ul style="list-style-type: none"> • Purpose, scope and responsibilities of the service • Customers and stakeholders • Overview of performance in 2017/18 • Budget and staffing complement for 2018/19 • Work plan for 2018/19 (linked to Corporate Improvement Objectives) • Key Risks
3.3	A full copy of the Service Improvement Plan is attached in Appendix 1.

4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	<p>Financial: The planned actions within the Service Improvement Plan will be delivered within the Service budget of approximately £5.2 for 2018/19, and other Council funds as approved to delivered services.</p>
	<p>Human: Full population of the Property Services staffing structure is required to successfully deliver all the service improvements.</p>
	<p>Risk Management: As detailed in the attached Service Improvement Plan.</p>
4.2	Screening & Impact Assessments
	<p>Equality & Good Relations Implications: None</p>
	<p>Rural Needs Implications: None</p>
5.0	Recommendation(s)
5.1	Members are asked to note the contents of this report and to approve the Property Services Service Improvement Plan for 2017/18.
6.0	Documents Attached & References
6.1	Appendix 1 – Property Services Improvement Plan for 2018/19