



05 November 2020

Dear Councillor

You are invited to attend a meeting of the Policy & Resources Committee to be held in
The Chamber, Magherafelt and by virtual means Council Offices, Ballyronan Road, Magherafelt, BT45 6EN on Thursday, 05 November 2020 at 19:00 to transact the business noted below.

In accordance with the spirit of the recent COVID restriction, Members are strongly encouraged to join virtually as the preferred option. Should you need to attend in person then provision will be made at the Council Offices, Magherafelt. Please notify Democratic Services in advance if this is the case.

A link to join the meeting through the Council's remote meeting platform will follow.

Yours faithfully

Anthony Tohill
Chief Executive

AGENDA

OPEN BUSINESS

1. Apologies
2. Declarations of Interest
Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.
3. Chair's Business
4. Deputation - Raise Your Voice Campaign

Matters for Decision

- | | | |
|----|---|---------|
| 5. | Henderson Play Park, Stewartstown - Lease Agreement | 3 - 8 |
| 6. | Railway Park Action Plan | 9 - 16 |
| 7. | Policy on Room Hire | 17 - 28 |
| 8. | Member Services | |

Matters for Information

9	Minutes of Policy and Resources Committee held on 8 October 2020	29 - 40
10	Local Government Partnership on Travellers Issues: Subscription 2020-21	41 - 44
11	Performance Improvement: Six Month Update (Q1-Q2) 2020-2021 on Statutory & Corporate Performance Indicators	45 - 66

Items restricted in accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014. The public will be asked to withdraw from the meeting at this point.

Matters for Decision

12. Tender Report for the Supply of ICT infrastructure
13. Staffing Matters for Decision
14. Staff Issues – Allocation of Staff Resources – Community Development
15. Joint Negotiating Committee (JNC) for Chief Executives of Local Authorities (NI) – Model Disciplinary Procedure and associated guidance
16. Cot Lane Footbridge; Condition and Options
17. Cemetery Development and Safety Improvement Works
18. General Power of Competence
19. 2021/22 Rate Estimates
20. Leisure Services VAT Update

Matters for Information

21. Confidential Minutes of Policy and Resources Committee held on 8 October 2020
22. Staff Matters for Information
23. Financial report for 6 months ended 30 September 2020
24. Contracts and DAC

Report on	Henderson Play Park, Stewartstown Lease Agreement
Date of Meeting	Thursday 8 th October 2020
Reporting Officer	Head of Parks
Contact Officer	Nigel Hill

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	Council approval to seek formalisation of lease agreement in relation to a parcel of land adjacent to 29 – 41 Henderson Park, Stewartstown from Northern Ireland Housing Executive.
2.0	Background
2.1	The provision of a play facilities (grass surface kick about area) at Henderson Park, Stewartstown have been in existence from 2011 under legacy arrangements between Cookstown District Council and Northern Ireland Housing Executive. This arrangement, although progressed between the parties was not formalised as a lease agreement. This arrangement has been operational for the past eight years 2011 - 2019. The current arrangement requires to be formalised in order to progress development proposals for public play provision for the village of Stewartstown.
3.0	Main Report
3.1	To seek formalisation of an agreement through the establishment of a lease with Northern Ireland Housing Executive (NIHE) for the parcel of land as out lined in red for a period of 25 years, subject to valuation (appendix).
3.2	Council are in receipt of a valuation sum of £8,800 from NIHE for the period of 25 years, subject to contract (appendix).
4.0	Other Considerations
4.1	<p><u>Financial & Human Resources Implications</u></p> <p>Financial: One off payment of £8,800 for the provision of 25 year Lease Agreement.</p> <p>Human: Existing staff resources sufficient to coordinate project support.</p>

4.2	<u>Equality and Good Relations Implications</u> In line with Council policy and procedures
4.3	<u>Risk Management Implications</u> In line with Council policy and procedures
5.0	<u>Recommendation(s)</u>
5.1	Members approval is sought to accept the one-off valuation sum of £8,800 from Northern Ireland Housing Executive in relation to a proposed 25 year lease for the designated land at Henderson Park, Stewartstown for the development of public play facilities.
6.0	<u>Documents Attached & References</u>
6.1	NIHE valuation correspondence 28 th September 2020
6.2	Designated land at Henderson Park (out lined in red) location map

Mid Ulster District Council
Cookstown Office
Burn Road
Cookstown
BT80 8DT

Date: 23 October 2020

Our Ref: 80518

Without Prejudice and Subject to Contract

Dear Mr Hill

Re: NIHE – MUDC : Land at Henderson Park Stewartstown

I refer to your application to purchase the land outlined red on the map accompanying this letter. In order to proceed further we are required to obtain the necessary internal approvals including obtaining a valuation from Land & Property Services.

I can now advise you that we have received a valuation of £8,800 for a 25 year lease. However before we can process the application further we require confirmation that you wish to continue on the basis of the above valuation by completing the attached form and returning it to the above address.

For the avoidance of doubt this letter does not constitute an offer to sell the land.

Once we receive your confirmation we will process the application to the next stage and if approved we will contact you again with a formal offer to purchase the land. If the Housing Executive does not approve your application we will advise you accordingly.

The valuation provided by Land & Property Services is only valid until January 27th 2021 and is not open for negotiation. The Housing Executive also reserves the right to review the valuation if the transaction does not complete before that date.

Please note that your acceptance of the valuation **does not** form a binding contract with the Housing Executive and you can withdraw your application at any time prior to the signing of the Contract.

The attached form should be returned by 9th October 2020 and if we do not receive the form by that date we will assume that you do not wish to proceed with your application and will close our file in respect of this matter.

Yours sincerely,

M Gauthier

Place Shaping Team (South)
Northern Ireland Housing Executive
E: Mandy.Gauthier@nihe.gov.uk
Senior Administrative Officer

“WITHOUT PREJUDICE AND SUBJECT TO CONTRACT”

To: Place Shaping Team (South)

Date: Ref No: 80518

Address of site: land at Henderson Park Stewartstown

Land Valuation: £8,800

* Delete as appropriate

*** (A) I confirm that I wish to proceed with the application at the above location on a 25 year lease**

*** (B) I do not wish to proceed with the application**

Signature of Applicant

Name

On behalf of Mid Ulster District Council.

Please return completed form by **October 9th 2020** to:

Northern Ireland Housing Executive Place Shaping Team (South) Marlborough House Central Way, Craigavon BT64 1AJ Tel 03448920900
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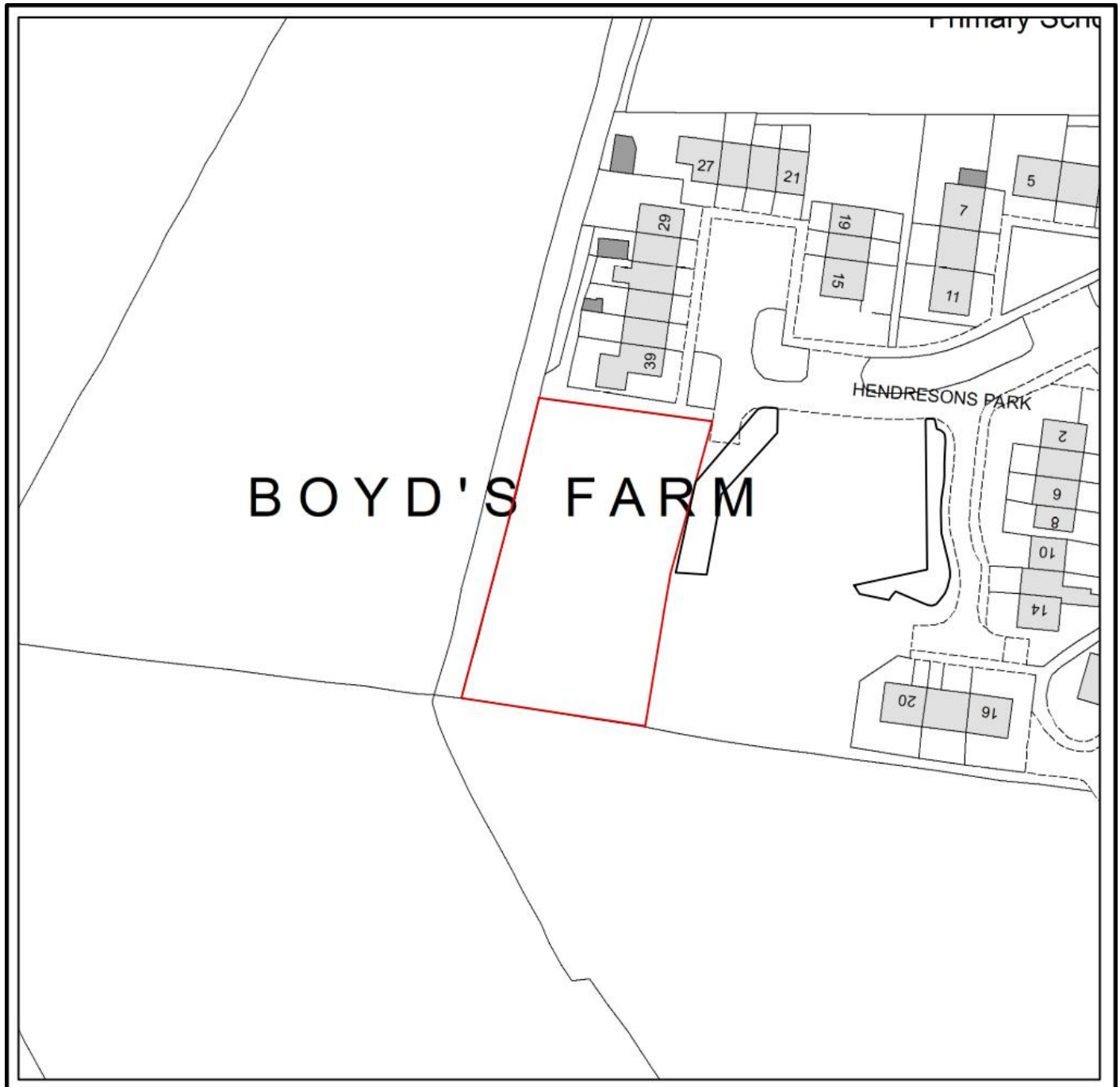
NIHE TO: MUDC

ADDRESS: land at Henderson Park
Stewartstown
Co Tryone

N.I.H.E.
Place Shaping South
Marlborough House
Central Way
CRAIGAVON
BT64 1AD



REF. NO: 80518



ORDNANCE SURVEY MAP NO: I.G. 14205SE

APPROXIMATE SCALE: 1:1,250

PLEASE ENSURE THAT YOUR CLIENT(S) IS/ARE SATISFIED THAT THE BOUNDARY AS
OUTLINED IN RED ON THE MAPS ATTACHED IS CORRECT

Report on	Railway Park Action Plan
Date of Meeting	Thursday 5 th November 2020
Reporting Officer	Head of Parks
Contact Officer	Nigel Hill

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 update and seek approval from Members on planned actions associated to addressing issues in relation to anti-social behaviour in Railway Park, Dungannon.
2.0	Background
2.1	<p>Generally, community feedback on local parks and green spaces in Mid Ulster District Council emphasises the very positive benefits they and their families gain from their local green spaces – the way in which they help build a sense of community, the opportunities they provide for relaxation and escape, and the space they provide for exercise and recreation. However, they also tell us about how some parks have become neglected in their areas and how anti-social behaviour has become high on the list of things that they were worried about. People are concerned about the way that some parks seem to attract anti-social behaviour. They see that this in turn puts off other members of the community, like older people and mums with kids, creating areas that people are scared to visit. Evidence supports the public perception that poor maintenance of parks can attract anti-social behaviour.</p> <p>Encouragingly, it also provides examples of places where a combination of good design, management and maintenance has transformed less attractive areas back into popular community spaces. Case studies also suggests that investing in creating good-quality parks and green spaces, which are well staffed and provide a range of attractive facilities for the local community, can be a far more effective use of resources than security interventions or blanket use of CCTV albeit balanced control measures and monitoring will always be part of an effective management model. We therefore acknowledge a broad-spectrum consensus that investing in park staff, in good design, and in the ongoing maintenance of spaces is vital if parks are to be the much-valued community assets that our communities have told us they want.</p>
3.0	Main Report
3.1	Dungannon's third largest park at just under twenty acres, Railway Park is a vital green space in the south-west of the town providing much needed recreational space and play along with access routes to shopping, community event space, services and transport links for school children and commuters. However, unfortunately Railway Park has, like some parks, a history associated to anti-

	<p>social behaviour. Regular incidents recorded refer to acts of significant vandalism and damage, disorderly behaviour associated to alcohol abuse and emergency responses to assault and organised fights. Local neighbourhood policing and PCSP recognise Railway Park as a 'hot spot' because of the number and nature of the incidents associated to the location.</p>
3.2	<p>Recently released statics from PSNI 12 months from 1st September 2019 to 31st August 2020 recorded 65,872 anti-social behaviour incidents in Northern Ireland, an increase of 9,776 (17.4%) on the previous 12 months. The trend generally followed the same direction as that seen in the previous twelve months, up to March 2020. The introduction of lockdown measures resulted in substantially higher levels of anti-social behaviour incidents, most notably in April and May 2020. When compared to the same months in 2019, figures for April to August 2020 were higher by 2,957, 3,272, 1,822, 1,412, and 1,378 respectively. This is reflected at a local level with Mid Ulster Policing District recording an increase of reported anti-social incidents of 19.4% over a 12 month period September 2019 to August 2020 in comparison to that of the previous year. These figures include 65 reports of ASB, 22 reports of criminal damage and 3 firework incidents in the Dungannon area.</p>
3.3	<p>Council Parks Service have recorded 12 reported incidents in Railway Park associated to anti-social activities and vandalism/damage over the period from 1st January 2019 to July 2020.</p>
3.4	<p>Mid Ulster District Council are progressing with significant redevelopment proposals for Railway Park in access of £1m on a twelve month works programme, scheduled for commencement in early 2021. The Council, at an early stage shared concept design proposals with the PSNI's Crime Prevention Design Service. This approach was to ensure that all feasible aspects of community safety were considered and where possible incorporated into hard and soft landscaping and infrastructure design features. (appendix)</p>
3.5	<p>Council took this approach as an initial and fundamental step of an action plan to combat the current held perceptions that Railway Park is not a safe environment. The creation of a safe environment not only relies on the physical aspects of design and creation of visitor friendly hard and soft landscapes, it invariably also relies on co-ordinated cross agency/organisational partnerships, sustainable management structures, continued investment, robust maintenance programmes and uncompromised community support to create the shared utopia that successful public parks possess. The formulation of a synchronized action plan to meet the challenges associated to Railway Park is a focus for the Council and in particular the Parks Service and should be for other partner organisations.</p>
3.6	<p>Works previously carried out between November 2018 and March 2019 in Railway Park to reduce anti-social behaviour included the following:</p> <ul style="list-style-type: none"> - Tree and foliage removal along three specific sections of the Park to remove tightly packed vegetation which encroached the main pathway to improve visitor visibility and safety. It also improved soiling and making good the respective areas of approximately 200 linear metres – approximate cost £17,345.

3.7

- Upgrade of 14 number pathway lights from 250 watt metal Halide to 11 watt LED fitting at a cost of £4,480. This measure enhanced lighting quality and supported safety improvements while also resulting in energy consumption improvement.

The benefits of the works targeted the following objectives:

- Improved Access and Movement - clear paths that provide for convenient movement without compromising security.
- Visibility - Walkways that are publicly accessible, overlooked and well lit.
- Activity - Safe walkways that generate increased users that the level of human activity is appropriate and creates a reduced risk of crime and sense of safety at all times.

RAILWAY PARK ACTION PLAN

Improvement Objective: Reduce incidents of anti-social behaviour and the perception that anti-social behaviour is a significant factor on public visits to Railway Park

Key Milestones:

1. A reduction in the actual number of anti-social behaviour incidents reported

2. A reduction in the actual number of recorded incidents of criminal damage

3. Increased number of community involvement projects, schemes and events in Railway Park

Actions	Service Responsible for Implementation	Time scale	Resource Implications	Outcome
Clearing of light restrictive vegetation and site lines - foliage removal and clearing of light restrictive vegetation/under growth and site lines along the 200m banked section. Some other minor tree/shrubbery works to improve light transfer and	Property Services / Grounds maintenance / Parks Service	1 mth	Estimated cost = £4,800 - not within current budget	Public reassurance, reduction in fear of crime and anti-social behaviour

	site lines at pedestrian access points and around the underpasses.					
	Lighting Enhancement - Installation of a new lighting under both underpasses, and a new light at the Ulsterbus access point which currently have no or very limited lighting.	Property Services	2mths	Estimated cost = £3,750 - not within current budget	Public reassurance, reduction in fear of crime and anti-social behaviour	
	Lighting columns - One option working with existing columns is to change the heads to double heads which are design to 'throw' the light further rather predominantly downwards. However a longer term solution is required to the overall lighting issue in the Park.	Property Services	2mths	Estimated cost = £5,775 - not within current budget. (Focusing on seven ASB hotspot locations indicated by the PSNI.)	Public reassurance, reduction in fear of crime and anti-social behaviour	
	More co-ordinated approach to interventions identify list of interventions provided by all agencies / organisations	Parks Service / PCSP / PSNI	3mths	Within budget	Co-ordinated approach to tackling anti-social behaviour	
	Visible presence in Railway Park	Parks Service / Property Services /	1mth	Within budget	Increased public reassurance	

		Grounds maintenance / PSNI			Reduction in anti-social behaviour	
	Targeted response to hot spot areas Need for innovative approach to evidence gathering for prolific offenders	Parks Service / PCSP / PSNI	3mths	Within budget	Significant impact on recorded incidents of anti-social behaviour	
	Actions	Service Responsible for Implementation	Timescale	Resource Implications	Outcome	
	Detached Youth Work Focussed youth work in identified areas of concern to work with young people and target groups	EA Youth Service/ PCSP / PSNI	4/6mths	Within Budget or additional funding for specific Activities and Resources £TBC	Young People engaged with the Youth Service. Reduced number of reports of ASB. Young People engaged in Diversionary and Alternative Activities	

	Develop target group social media / awareness campaign	Parks Service / Marketing – Communications / Community Dev / PCSP	1/2mths	Within budget	Improved community engagement and public reassurance, reduction in fear of crime and anti-social behaviour
	Review staff resources / recruitment / role of Park staff/utilisation of temporary security. Consider staffing parks after dark in conjunction with neighbourhood policing initiatives	Parks Service / PCSP /PSNI	3/6mths	Additional budget would be needed – requirements to be further considered.	Reduction in anti-social behaviour incidents in parks after dark.
	Actions	Service Responsible for Implementation	Timescale	Resource Implications	Outcome
	Develop activities for young people / target groups within the park Consider joint use of community premises	Parks Service / EA Youth Service / PCSP	3/6mths	Within budget	Joined-up approach to the provision of community play and diversionary activities
	Enforcement e.g., Drinking dog fouling, rubbish	Environmental Health / Parks Service /PCSP / PSNI	1/3mths	Within budget	Reduction in reported incidents in parks associated to Drinking /dog foul / litter

	Railway Park Capital works Programme	Technical Services / Parks Service	12/18 mths	Within budget	Re development of Public Park
4.0	Other Considerations				
4.1	Financial, Human Resources & Risk Implications				
	Estimated cost for vegetation and lighting improvements is £14,325. This is not included within current revenue budgets. Where additional possible resources have been proposed, this will need further assessment by SMT, appropriate committee's and council as part of the rate setting process for approval before implementation.				
	Human: Where additional staffing structures or programmes are proposed, additional resources will require to be calculated and presented to SMT, appropriate committee's and council as part of the rate setting process for approval before implementation.				
	Risk Management: In line with Council policies and procedures				
4.2	Screening & Impact Assessments				
	Equality & Good Relations Implications: In conjunction with Council policies and procedures.				
	Rural Needs Implications: In conjunction with Council policies and procedures.				
5.0	Recommendation(s)				
5.1	This report is for the purposes of seeking approval from members on the proposed actions associated to combating anti-social behaviour in Railway Park, Dungannon and the associated additional costs presented in the report.				
5.2	Members are asked to approve the allocation of additional financial resources estimated at £14,325.00 in addition to existing budgets to facilitate the identified short term action plan works.				
6.0	Documents Attached & References				
	N/A				

Report on	Policy on Room Hire
Date of Meeting	Thursday 5 th November 2020
Reporting Officer	Philip Moffett, Head of Democratic Services
Contact Officer	Philip Moffett, Head of Democratic 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	The purpose of is paper to provide committee members with an opportunity to review and consider the application if the council Policy on Room Hire.
2.0	Background
2.1	<p>The Council has a policy in place developed specifically to deal with room hire and the availability of Council Civic Buildings and facilities for the transaction of council business. The hirers are categorised within the policy as:</p> <ul style="list-style-type: none"> (i) Internal (council) Hirers (ii) Elected Members (iii) External Hirers
2.2	The policy refers specifically to Council Civic Buildings and Council facilities, with the latter being all facilities, except the council offices, where rooms are available for hire.
2.3	<p>In summary, the policy allows for Internal (Council) Hirers and Elected Members to hire/use a room in either of the council offices. Whilst only External Hirers with elected member representation from the Council are given a room in either of the council offices. In terms of council facilities, rooms available for hire are available in line with the policy. The current policy is attached as appendix A to this report.</p>
3.0	Main Report
3.1	It was requested and agreed at the October meeting of Policy and Resources that the policy be scheduled onto the agenda of a future meeting of committee, with specific to the hire of council facilities and civic buildings by political parties and/or political representatives.
3.2	<p>The Policy is attached as appendix A to this report for consideration. For ease of reference, the following is the relevant extract to which it is interpreted the Member requesting that it be scheduled on the agenda was referring.</p> <p>Extract from the Policy on Room Hire:</p> <p>5.3 Exclusions to Hire</p>

	<p><i>5.3.1. Council facilities and Civic Buildings shall not be hired for the purposes of;</i></p> <ul style="list-style-type: none"> <i>Events and activities which could be viewed as promoting the profile and interests of political parties over other political parties. This refers to all political parties and independent representatives irrespective if they have representation on Mid Ulster Council or not. This does not extend to hiring rooms to undertake and progress business in the course of their representative role as a group of elected representatives of the Council.</i> <i>Activities deemed to be outside the ethos of the Council business</i> <p><i>5.3.2. Decisions on the use of all premises, except for the 3 Council Civic buildings, shall be delegated to any Director of Council as referenced within Council's Scheme of Delegation for Senior Officers. The Chief Executive has ultimate responsibility for the 3 Council Civic buildings.</i></p> <p><i>5.3.3 When it is felt that requests for the use of rooms within either of the Council's Civic Buildings or Facilities requires Council consideration, for events deemed as controversial these will be reported to Council. Where there is not sufficient time for Council to be consulted approval shall only be given following consultation with the Chair of the relevant Committee and Council.</i></p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: not applicable
	Human: not applicable
	Risk Management: not applicable
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: not applicable
	Rural Needs Implications: not applicable
5.0	Recommendation(s)
5.1	That the committee reviews the contents of the report and give consideration, as appropriate to the council's Policy on Room Hire.
6.0	Documents Attached & References
	Appendix A - Policy on Room Hire



Policy on Room Hire

Document Control			
Policy Owner	Head of Democratic Services		
Policy Author	Head of Democratic Services		
Version	Final		
Consultation	Senior Management Team	Yes / No	
	Trade Unions	Yes / No	
Equality Screened by	Yes/ No	Date	Yes
Equality Impact Assessment	Yes/No/ N/A	Date	N/A
Good Relations	Yes/No/N/A		N/A
Approved By	Policy & Resources	Date	03-05-18
Adopted By	Council	Date	24-05-18
Review Date	May 2020	By Whom	Policy Owner
Circulation	Councillors, Staff		
Document Linkages	Mid Ulster DC Scheme of Delegation		

CONTENTS PAGE

Paragraph	Description	Page Number
1.0	Introduction	3
2.0	Policy Aim & Objectives	3
3.0	Policy Scope	3
4.0	Linkage to Corporate Plan	4
5.0	Procedure & Implementation <ul style="list-style-type: none"> • Hire & Availability • Exclusions to Hire 	4
6.0	Roles & Responsibilities	6
7.0	Impact Assessment <ul style="list-style-type: none"> • Equality Screening & Impact • Staff & Financial Resources 	6
8.0	Support & Advice	7
9.0	Communication	7
10.0	Monitoring & Review Arrangements	7

Appendices	Description	Page Number
A	Mid Ulster District Council Civic Offices Mid Ulster District Council Rooms and Facilities	8
B	Booking Procedure and Requirements	9

1.0 INTRODUCTION

- 1.1 The provision of meeting and function rooms for hire permits Mid Ulster District Council to provide areas designated for a range of council service related meetings, activities and events.
- 1.2 The Council has agreed that arrangements be implemented to facilitate the provision of room hire within its buildings and facilities to organisations or individuals external to the Council and those requiring access to same for the delivery of Council services, as outlined in this policy.

2.0 POLICY AIM & OBJECTIVES

- 2.1 **Policy Aim:** To set out the permission, circumstances and criteria in which rooms may be hired for use.
- 2.2 **Policy Objectives:**
 - To provide a mechanism that enables Council to designate facilities for hire and availability for meeting reservation;
 - To outline the process on how to access the facilities available and the general conditions under which they are made available by Council;
 - To set the criteria for room hire and availability of Council facilities for use by internal and external users;
 - To support and facilitate meetings, activities or events through the provision of facilities for hire and use; and
 - To manage financial resources in terms of the cost to hire council facilities within departmental budgets and the recoupment of income from the hire of facilities.

3.0 POLICY SCOPE

- 3.1 This policy relates specifically to room hire and availability of Council Civic buildings and facilities, as those outlined in Appendices A and B. Council Civic buildings extend to Council buildings at Burn Road, Cookstown; Circular Road, Dungannon; and Ballyronan Road, Magherafelt as detailed in Appendix A. Council facilities refers to all other buildings under the Council's management.

- 3.2 This policy does not deal with the specific terms and conditions of hire for rooms within Council Civic buildings and other buildings under the Council management. Terms and conditions will be subject to each venue and must be adhered to by internal and external users. A consistent approach will be developed around which civic buildings and facilities will be hired. The process will require a completed booking form being provided to the relevant member of staff within either of the Council's Civic Buildings for external hirers and Facilities for all hirers.

4.0 LINKAGE TO CORPORATE PLAN

- 4.1 Referring to Mid Ulster District Council's Corporate Plan 2015-2019, this policy contributes toward the delivery of Corporate Theme 4 *Delivering for our People* to design and deliver its services around those accessing them by working for and with local people.

5.0 PROCEDURE & IMPLEMENTATION

- 5.1 This section confirms the framework for considering requests received for room hire and subsequent reservation of council facilities with adherence to general principles and criteria, which must be met to be considered eligible.

5.2 Hire & Availability

- 5.2.1 In the application of this policy the Council will apply the following:

(i) Council Civic Buildings

	Internal (Council) Hirers	Elected Members	External Hirers
Eligibility to Hire	Yes	Yes ¹	No ²
Hire Charge Levied	No	N	Yes ³

¹ Elected members shall be permitted to book a room during normal opening hours for the purposes of council business and must be in attendance at those meetings

² Except where the organisation requesting the hire has a direct linkage with the delivery of council business or local government sector

³ No charge shall apply where the council has Elected Member representation from the council on the body hiring

(ii) Council Facilities

	Internal (Council) Hirers	Elected Members	External Hirers
Eligibility to Hire	Yes	Yes	Yes
Hire Charge Levied	Yes ⁴	Yes ⁵	Yes ⁶

(iii) Catering

Catering for meetings and events within either of the Council's Civic buildings and Facilities shall be provided by those organisations, as advised by the relevant facility and Civic Building. Those making bookings shall not be permitted to bring catering from providers other than those advised.

(iv) Booking Procedure and Requirements

Bookings must be in writing and observe the principles detailed in Appendix C.

5.3 Exclusions to Hire

5.3.1. Council facilities and Civic Buildings shall not be hired for the purposes of;

- Events and activities which could be viewed as promoting the profile and interests of political parties over other political parties. This refers to all political parties and independent representatives irrespective if they have representation on Mid Ulster Council or not. This does not extend to hiring rooms to undertake and progress business in the course of their representative role as a group of elected representatives of the Council.
- Activities deemed to be outside the ethos of the Council business

5.3.2. Decisions on the use of all premises, except for the 3 Council Civic buildings, shall be delegated to any Director of Council as referenced within Council's *Scheme of Delegation for Senior Officers*. The Chief Executive has ultimate responsibility for the 3 Council Civic buildings.

5.3.3 When it is felt that requests for the use of rooms within either of the Council's Civic Buildings or Facilities requires Council consideration, for events deemed

⁴ Council services shall be levied the relevant hire charge. Internal (council) hirers should give priority to booking council facilities before consideration is given to the hire of non-council facilities

⁵ Elected members will be levied the facility hire charge, except when a room in one of the Civic Buildings was sought but not available.

⁶ Shall be levied the relevant hire charge except in instances where the council has Elected Member representation on the outside body hiring

as controversial these will be reported to Council. Where there is not sufficient time for Council to be consulted approval shall only be given following consultation with the Chair of the relevant Committee and Council.

5.4 Charging for Hire

- 5.4.1 Charges for the use of Council facilities and civic buildings, where applicable, shall be set and regularly reviewed by Council.
- 5.4.2 Charges, where set, for the use of Council facilities and civic buildings shall apply in all circumstances except when used for the provision of civic hospitality hosted by the Chairperson or Deputy Chairperson of Council. In such circumstances the hire charge will be capped at £100, or less where the charge levied is of a lesser amount.

6.0 ROLES AND RESPONSIBILITIES

- 6.1 **Chief Executive:** has authority with regard to the hire of facilities in line with the Council's Scheme of Delegation for Senior Officers on approving holding of non-controversial events, conferences or promotions and applying any necessary hire charges
- 6.2 **Departments:** are responsible for; day to day managerial accountability for hire within Council Civic Offices and facilities; adherence to this policy and the associated terms and conditions within facilities; and adequate provision of training for members of staff involved in the delivery and associated administration of room hire and reservations to provide a high quality service.
- 6.3 **Elected Members:** consider requests for room hire brought to Council, where it is deemed necessary that Council consider whether or not to permit hire on the basis that they are deemed as controversial events.

7.0 IMPACT ASSESSMENTS

7.1 Equality Screening & Impact

- 7.1.1 This policy has been equality screened with no adverse impacts identified requiring mitigating action.

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 should be sought from the Corporate Policy & Equality Officer, Democratic Services.

9.0 COMMUNICATION

- 9.1 This policy shall be communicated to all elected members and relevant staff.
- 9.2 All Elected Members and Directors shall be provided with a copy of this policy. This policy will be communicated internally using a range of appropriate internal communication methods.

10.0 MONITORING & REVIEW ARRANGEMENTS

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

Appendix A

• Mid Ulster District Council Civic Offices

Location	Room	Indicative Seating Capacity
Council Offices, Dungannon	Glass Pod	10
	Committee Room	20 boardroom style
Council Offices, Cookstown	Committee Room	20
	Room 4	8
Council Offices, Magherafelt	Committee 1	10-12 boardroom style
	Committee 2	10-12 boardroom style
	Committee 3	24 Boardroom style

• Mid Ulster District Council Meeting Rooms & Facilities

Location	Room	Indicative Seating Capacity
Ranfurly House Arts and Visitor Centre, Dungannon	Tower Room	60
	Square Box	98
	Art Studio	40
	Gardner's Hall (book via Ranfurly)	Large Rm: 60 Small Rm: 30
	Ranfurly Events Space	Indoor: 200 Outdoor: 500
Leisure Centre, Dungannon	Meeting Room	40
	Minor Hall	100
Burnavon, Cookstown	Exhibition Area	60
	Studio	50
	Auditorium	350
Leisure Centre, Cookstown	Dance studio	60
	Committee Room	30
	Conference Room	50
Mid Ulster Sports Arena, Cookstown	Committee Room (changing Block)	15
	Mobile Unit	20
Bridewell, Magherafelt	Small meeting room	7
	Main Hall	150
Meadowbank Complex, Magherafelt	Meeting Room	30
	Pavilion	60
	Cafeteria Area	120
Recreation Centre, Maghera	Conference Room	70
Northland Row, Dungannon	Interview Room	8
Seamus Heaney HomePlace, Bellaghy	The Helicon	180

Appendix C

Booking Procedures & Requirements

The following principles shall form the basis for the booking process.

- Bookings must be made in writing on the prescribed form
- Receipt of a booking request does not constitute acceptance of the booking
- Confirmation must be received from the Council to constitute a booking
- The Council reserves the right to cancel or amend any room hire or hire of council facility provided that adequate notice has been given to the hirer
- Notice of cancellation by the hirer and any charges levied will be as agreed
- Booking periods must be stated on the application and must include any time needed to install or remove equipment
- Booking procedures will require prospective hirers to confirm the nature and reason of the event

Minutes of Meeting of Policy and Resources Committee of Mid Ulster District Council held on Thursday 8 October 2020 in the Council Offices, Circular Road, Dungannon and by Virtual Means

Members Present

Councillor Quinn, Chair

Councillors Ashton, Buchanan, Cuddy, Doris, Elattar, Gildernew*, Hughes, McFlynn, S McGuigan, McKinney, McLean*, S McPeake, Molloy, Totten*

Officers in Attendance

Mrs Canavan, Director of Organisational Development
Mr Cassells, Director of Environment and Property
Mr Kelso, Director of Public Health and Infrastructure
Mr A McCreesh, Director of Business and Communities
Mr Hill, Head of Parks
Ms Mezza, Head of Marketing and Communications
Mr Moffett, Head of Democratic Services
Ms McNally**, Council Solicitor
Mr O'Hagan, Head of ICT
Mr JJ Tohill, Director of Finance
Mrs Grogan, Democratic Services Officer

* Denotes members present in remote attendance

** Denotes Officers present by remote means

The meeting commenced at 7.00 pm.

The Chair, Councillor Quinn welcomed everyone to the meeting and those watching the meeting through the Live Broadcast. Councillor Quinn in introducing the meeting detailed the operational arrangements for transacting the business of the committee in the chamber and by virtual means, by referring to Annex A to this minute.

PR0149/20 Apologies

Councillor Forde.

Councillor Ashton advised that Councillor McLean was trying to get linked in remotely and may be running a little late to attend the meeting.

PR150/20 Declarations of Interest

The Chair reminded Members of their responsibility with regard to declarations of interest.

Councillor McFlynn declared an interest in Agenda Item 19 as Chair of PCSP.

PR151/20 Chair's Business

Councillor McKinney referred to the opening of the Dark Skies Project and raised concern about Councillors being asked to attend the event during the day. He said that the objective of the Dark Skies Project was to see the Dark Skies and felt that it was unfair that Councillors be asked to attend at a different time compared to everyone else. He said that he was aware that social distancing could be an issue but felt there were other nights where they could see the full benefits of the project and felt that this was a little inappropriate.

Councillor Doris concurred with member comments and stated if it was a proposal that she would have no issue in seconding it. She said that great work has been done and that she was looking forward to seeing the project, but felt that members won't see the full benefits and be able to sell it to the people of the community as well if members don't see first-hand the effects when it is darker.

Councillor Buchanan agreed with previous comments and stated that 3pm during the day was not a good time for members which were working and felt that they should be given an opportunity to witness the Dark Skies also and asked that a different time be considered.

The Director of Business and Communities apologised for the oversight and advised that he would liaise with the Director of Leisure and Outdoor Recreation to reschedule members visit to an evening so that they could experience the Dark Skies for themselves.

Councillor Cuddy enquired if 3 or 4 events would have to be arranged due to social distancing for members and asked why only 15 people were allowed to attend. He said that he had never been to the Dark Skies location and wasn't aware of how big it was but felt that there could have been an opportunity to get a few more people in. He enquired who the 15 people were which were attending the event.

The Head of Marketing and Communications advised that the 15 people was in line with restrictions for gatherings of that nature and was the upper limit. She said that the invitation list included the Chair, Deputy Chair, Chair of the Development Committee, First and Deputy First Ministers, DAERA Minister as it was a DAERA funded project, representatives from key stakeholders group like Tourism Northern Ireland and Tourism Ireland, also businesses within that area and community representatives. She stated that this approximately takes the total to 15 and that was where the number came from.

Councillor Cuddy said that it was unfortunate as this was an opportunity to invite people to the area and also for Councillors who do not get a chance to get the full experience. He said that he understood the current situation but felt that this could have been put back a few months until there were better times and an opportunity for Councillors to network with these representatives to try and build bridges and ideas for the future. He stated that in his opinion it was an opportunity missed as all Councillors from all parties have their own pet projects and as a member of the Tourism Forum, he had watched the enthusiasm of staff within the Tourism team and was a pity that Members wouldn't be there on the night of the official opening.

Councillor Molloy referred to the Council's hire of facilities and asked for a review in relation to political parties and political representatives and asked that this be brought to a future meeting.

The Chair agreed to Councillor Molloy's request.

Matters for Decision

PR152/20 Request(s) to Illuminate Council Property – October 2020

The Head of Democratic Services presented previously circulated report which sought permission to illuminate/light up the Council's three designated properties to raise awareness and mark:

- The United Nations 75th Anniversary
- International Day of Disabled People
- World Mental Health Day
- World Pancreatic Cancer Day
- World Stroke Day

The Head of Democratic Services advised that he had received a request during the week which wasn't circulated to members, but he wanted to bring to members attention tonight on the illumination of Council buildings for Baby Loss Week which runs from the 9th to 16th October. However, it had been previously agreed to illuminate properties for Dyslexia that weekend commencing the 9th October 2020.

Councillor Doris said that she would be happy to propose and asked if the weekend could be divided up to recognise both Baby Loss Awareness and Dyslexia as they were both very worthy causes.

The Head of Democratic Services said it was previously agreed that buildings be lit up for Dyslexia Awareness on weekend commencing the 9th, 10th and 11 October and it was proposed to light up the properties for Baby Loss Awareness from the 12th to 16th October.

Councillor Cuddy advised that he would be happy to second the proposal but said that emphasis needed to be on what the Illuminating of Council Buildings represented and asked if the list agreed tonight be advertised on the website advising what each charity's colour represented.

The Head of Marketing and Communications advised that this was usually promoted in advance with posts being advertised on Council's social media channels, but due to the volume that was being received at the moment, a page could be dedicated on the website with a banner on the homepage when appropriate.

Councillor McKinney concurred with all comments which have been made and thanked the Officers for accommodating Baby Loss Week as many families have been in that position and would mean quite a lot to them.

He wanted to express his thanks after request last month for Children's Cancer Awareness and stated that some of the families within his own area appreciated it very

much as it may seem like something very little to some people but does mean a lot to those who have suffered loss under these conditions and wanted to thank the Council on behalf of those people. He welcomed the suggestion of a website page being dedicated to highlight the charities.

The Chair agreed that it was a good effort on the social media part last month highlighting which building was being highlighted and what the colour represented.

Councillor Ashton advised that Councillor McLean was having issues trying to access the online link and asked if a member of staff could help this out after this item.

The Head of Democratic Services advised that there had been a test meeting sent out earlier today and Councillor McLean could be accessing the earlier link.

Proposed by Councillor Doris

Seconded by Councillor Cuddy and

Resolved That it be recommended to Council that approval be given to illuminate/light up the Council's three designated properties to raise awareness as follows:

- i) World Mental Health Day 2020 – Green – Saturday 10 October 2020
- ii) Baby Loss Week – Monday 12th – Friday 16th October 2020
- iii) The United Nations 75th Anniversary – Blue – Saturday 24 October 2020
- iv) World Stroke Day – Purple – Thursday 29 October 2020
- v) World Pancreatic Cancer Day – Purple – Thursday 19 November 2020
- vi) International Day of Disabled People – Purple – Thursday 3 December 2020

PR153/20 Mid Ulster District Council Draft Equality Scheme (2021-2026)

The Head of Democratic Services presented previously circulated report and sought approval for the draft Equality Scheme of Mid Ulster Council, reviewed in line with guidance from the Equality Commission. Subject to member consideration and comment, the Scheme will be made available for a 12 week public consultation in line with Equality Commission guidance.

Councillor Cuddy stated that we are now in 2020/21 and equality is all about balance and Section 75 is very clear about trust, respect and inclusiveness. In the past members have watched and listened to so many signs being damaged and this would tell him that we have a main language which 100% of us use all day every day and we have another language which is a cultural language which is very important to a lot of people also, but to have a language which we all support with hundreds and thousands of pounds being allocated each year which he has nothing against as the Council has agreed it. He raised concern about a scheme that has signage that the minority language is first and the main language which everyone uses in second, there has to be something wrong as this is not equality. He said that he wished that this was sorted so it could be right and no damage to signage, but after 5 years everyone can see this is not working, we are all ratepayers and pay into this organisation and want signage for all the residents of Mid Ulster which demonstrates trust, respect and inclusive for all. He felt that it would be beneficial to look back at the last 5 years and see where this can be progressed to a main language that everyone speaks and have a secondary language which is very important to a lot of

people, but was a minority language and the Council should stick to the main default language.

He advised that his party would be putting a response in, but was still open for discussion as no one wants to see damage done to signage, but could understand why the damage was being carried out as sections of our community are not happy with what members has agreed as equality is about bringing everyone forward and felt that this needed to be addressed.

The Chair thanked the member for his respective view but said to describe Irish as just a cultural language was not true in any shape or form as people he grew up with used Irish as their first language and English as their second language.

Councillor Gildernew concurred with the Chair and said that he was very aggrieved with Councillor Cuddy's comments as Irish was the native language, our townlands, roads, hills and valleys are all taken from the Irish language and the native language of Ireland. He said that he would be proud to propose to accept the officer's recommendation.

Councillor S McPeake said that it was the same vein and in relation to Councillor Cuddy's comments, there was always an issue with the Irish language discussion with some members of the Unionist Community. To hear that Irish language was being classed as a minority and the reason that Irish language was given prominence was in line with European Regional Minority Languages Best Practice and if anyone wants to promote an indigenous language that was under threat then that language gains prominence and that was in line with European Regional Minority Languages Best Practices and that for him was right and he would be resisting any change that may be coming from Unionist to dilute that Best Practice.

Councillor Cuddy advised that we have a language that we all speak and out of the 40 Councillors there wouldn't be 20 who would be fluent Irish speakers. He said that he wasn't saying take the Irish language of the signage but put English as the default language as it was the language that 100% of the region speak. He said that it would be useful to get a conversation going with other parties to see if an accommodation can be found to move forward as this was done in the former South Tyrone Council as the 3 languages were on the signage and no damage was ever carried out to them. He said all people want equality and not talking about one community dominating over another and there was a need to find a balance so as to proceed forward. He stated that he never said about taking the Irish language of signage, but as there was a default language which everyone speaks including foreign nationals that this should be given prominence on all signage.

Councillor Doris said that she was disappointed by Councillor Cuddy's remarks and the reason that people are speaking English all over the world is because the English invaded every country in the world except for 22 of them and that was the reason we don't speak Irish here. She said when funding was allocated to Gaelic Schools, you could certainly see the revival of the Irish language. She said that within Coalisland area there was approximately 30% or possibly more Irish language speakers but the proof was in the pudding in the fact that we constantly see requests being received for Irish language signs and if that doesn't show the constituents in the area looking the signs she doesn't know what else does.

Councillor Elattar said that she was dismayed at Councillor Cuddy's remarks about the reasons why bilingual signs were being attacked, just because they don't agree with the Policy. She said that there were lots of things she didn't agree with in all aspects of life but she didn't go around destroying them and felt that the remark was a bit foolhardy as this give people a legitimate reason to say if you don't agree with the Irish Language Policy, then just go out and destroy bilingual signs and felt that this was wrong.

Councillor Ashton referred to appendix 3 list of consultees and stated that there was a very active Orange Order community within Mid Ulster and appears that there doesn't seem to be too many of the organisations on the list and asked that the Council reach out to these communities and make them aware first of all that there was an opportunity there to feed into these types of policies and try and engage with them.

The Head of Democratic Services said that in regards to the consultee list, this had started out as a fairly long list of consultees though as part of a cleansing exercise carried out in previous years around Data Protection, some people did opt to have themselves removed from it. He said that Officers would look at respective organisations throughout the District as she referred to and the possibility of having the consultation directly circulated.

Proposed by Councillor S McPeake
Seconded by Councillor Molloy and

Resolved That it be recommended to Council to approve the reviewed Equality Scheme and move towards public consultation.

PR154/20 Council Draft Disability and Equality Action Plans (2021-2026)

The Head of Democratic Services presented previously circulated report and sought approval for the Council Draft Disability and Equality Action Plan (2021-2026). Subject to comment, the plans go to formal consultation for a period of 12 weeks in line with Equality Scheme commitments.

Proposed by Councillor Hughes
Seconded by Councillor Elattar and

Resolved That it be recommended to Council to approve the Draft Equality and Disability Action Plans and to move to public consultation on same in line with Equality Commission commitments.

PR155/20 Response to Consultation on Department for Communities

The Head of Democratic Services presented previously circulated report to inform members of a draft response developed on behalf of Council to the Department for Communities Disability Action Plan 2020-2024.

Proposed by Councillor McFlynn
Seconded by Councillor Molloy and

Resolved That it be recommended to Council to approve the Draft Response for submission to the Department for Communities.

PR156/20 Working Group Meeting Reports – Illumination of Buildings, Civic Recognition and Member Development

The Head of Democratic Services presented previously circulated report and sought approval for Working Group meetings held in August and September 2020:

- Meeting Report of Group on Illumination of Council Properties – 16th September
- Meeting Reports of Group on Civic Recognition – 25th August & 17th September
- Meeting Report of Elected Member Development Steering Group – 29th September

Proposed by Councillor Buchanan
Seconded by Councillor Elattar and

Resolved That it be recommended to Council to approve the meeting reports of the Working Group on:

- i) Illumination of Council Properties held on 16th September 2020
- ii) Working Group on Provision of Civic Recognition held on 25th August and 17th September 2020
- iii) Elected Member Development Steering Group held on 29th September

PR157/20 Transfer of Council's Interest in Castle Buildings, Market Square, Dungannon to STEP Training and Learning Limited

The Council Solicitor presented previously circulated report on intention to revert to the original Council resolution to transfer the Council's freehold and leasehold interests in the property at 12, 14 & 15 Market Square, Dungannon (also known as Castle Buildings) to STEP Training and Learning Limited.

Councillor Cuddy advised that this was a step forward simply because the buildings were becoming dilapidated and this was dragging on for 4 years. He said that STEP bought these buildings at a pretty high value of a developer in the town 4 or 5 years ago and everyone hoped that we would get 2 or 3 new shop units but because of the external staircase there were issues. He said that this was the building the Council before South Tyrone Borough Council met and that there was an internal staircase which was difficult to get up and down, so hence the reason for building the staircase outside which didn't move on when it was sold as it wasn't in the deeds. He said concerns began to emerge when STEP decided to develop it and realised that they didn't own the external stairwell and that was why there was a link up with the Council and they began to take an interest in it. If this means that STEP can develop their buildings and progress on, then this would be good to see as the units are becoming very dilapidated and in dire state of repair.

Proposed by Councillor Cuddy
Seconded by Councillor Molloy and

Resolved That it be recommended to Council to agree the transfer of the Council's freehold and leasehold interests in the entire property at Castle Buildings and the external stairwell on Castle Lane to STEP Training and Learning Limited.

Councillor Cuddy enquired if there was any update on the lease at Killymaddy Tourist Centre.

The Council Solicitor advised that there was a revised lease going to the Killymaddy & Clonaneese Historical Society shortly as there has been an agreement on the terms of the lease and just getting to the final stages of the agreement.

PR158/20 Cemetery Management Policy

The Director of Environment and Property presented previously circulated report and sought approval on the updated Council's administration of burials in relation to Cemetery Management Policy including Rules, Regulations and Memorial Safety following trade union consultation and recent amendments made.

Councillor S McGuigan enquired about the issue of pallbearers from the same household, and with a trolley or other types of situations but hoped there was some opportunity for flexibility around grieving families being dealing with properly. He said that there could be a situation where family members could be coming from different areas and meeting up that day or day before and then maybe being told there was a difficulty.

The Director of Environment and Property advised that the addendum allows up to 30 people to attend the immediate burial, but this doesn't prevent people socially distancing in the graveyard or churchyard and this has been witnessed on a lot of occasions. He said that the rules have been subject to change as Covid has developed and the Council is trying to keep up with the changes but Officers appreciate that it's a very sensitive time for families and are doing everything possible to accommodate them and hopefully make it as painless as possible. He said that Council were somewhat caught with the Covid-19 guidance but would try to be as flexible as possible.

Proposed by Councillor S McGuigan
Seconded by Councillor McKinney and

Resolved That it be recommended to Council to approve the final version of the Mid Ulster Cemetery Policy.

PR159/20 Digital Strategy for Mid Ulster District Council

The Head of ICT presented previously circulated report and sought approval for the procurement of specialist support to develop a Digital Strategy for the Council.

Councillor Ashton said she was conscious that this proposal was not currently in the existing budgets on what discussions which are taking place at the moment in light of the current Covid situation. She said that bearing in mind at item 3.6 we were really doing this to align a Strategy which has been on the table from 2017 and assumed that this Strategy wouldn't be created in the 4 – 6 week period. She felt that it would be more prudent to look at this as part of the budget setting and part of the workflow of our teams for the next financial year and also issues around staffing pressures and would assume any recommendation coming back from specialists would have to be reviewed by our internal

teams and if workloads were too heavy at the moment, then we should maybe wait to see if this can be pushed into the new financial year workloads.

The Director of Finance stated that Councillor Ashton's was making very good helpful comments on behalf of the ICT department and staffing pressures generally. He said that the amount required was a very small bit relative to the reserves to fund this matter and as officers feel that it's critical in the long term sustainability in the current environment where we are all living in. He said that it was critical that the Council invest in the new Digital age going forward as in reality officers have endeavored for several years to implement a straight forward recommendation which has been made by internal audit, but just cannot get the resources to carry it out. He stated that as time has passed, the realisation is that the world of technology was moving faster than Officers can keep up with it and external support was required to do that. He agreed with the members comments on financial and staffing pressures but the amount of money was very small, and auditors would assume trivial. He felt that it would be really progressive for the Council to consider allocating the requested budget out of reserves as it wouldn't be a rates pressure going forward and would be in fact an investment.

Councillor Ashton asked if this had been on for a few years then why has it only been made a priority now and rushed through.

The Director of Finance advised that that the matter hasn't been pushed through and would be quite happy to wait for the rates estimates process as it won't change the need to move along this roadway, but would accelerate the Council's ability to address the comment which has been made on a number of occasions in which he has been involved in formulating a response for Auditors about why there was a delay. He said that it was no more an urgency today as it was 2 to 3 years ago but would continue to be a pressing matter and said that if Council wish to defer until the rates process to consider adding it the rates pressure he would be happy to continue down that route also.

Councillor Ashton asked if it was a priority then why it was not in the work-plan for this financial year and felt that this be more of a question for other Departments rather than Finance end and asked why this was only coming to light now when we are half way through the year and in no work-plans.

The Director of Finance said that at this stage he would advise members and Councillor Ashton it was a priority in the sense that the officer's recommendation was measured as a priority. He said that in terms of Internal Audit recommendations it was never a priority, wasn't a priority 1 or never recall it being a priority 2 but cannot confirm, but was an issue that Officers brought attention to but didn't need immediate attention. He said that it was an issue that the Head of ICT, Head of Marketing and Communications and himself had discussed on an ongoing basis as a matter that needed attention but wasn't an issue that was considered appropriate to record in the rates discussions as a recurring rates pressure because it is a one off expenditure and not something that wants building in. He said as officers it was impossible to get to it and this was where we are currently.

The Head of ICT agreed with the Director of Finance and especially the last sentence as hit the nail on the head as officers were doing exceptionally well in respect of delivering essential services for Mid Ulster and this has been pushed down the lane long enough in respect of it. He said that there were exceptional pressures to address a Strategic Digital

direction and the thought is that it's the right time to adopt a more consistent digital approach for the Council giving the issue of Covid and there was a huge amount of digital projects on the table for a lot of services and this will help bring things together. He stated that he had been asked for an IT Strategy and this had morphed into a more realistic digital strategy in the attempt to get it over the line. He concluded by saying that Mid Ulster needed an appropriate Digital Strategy going forward.

Councillor Cuddy said that it was interesting to hear what everyone has been saying and felt that the committee should be taking on board the thoughts of the experts and what they were saying. He suggested that each of the 5 departments allocate funding towards the Digital Strategy and reserves could still be protected as it was a benefit to all departments.

Councillor McPeake advised that the Council were now in a new era and Covid had changed everything. He said that through NILGA he had seen things advancing with other Councils and things were now evolving very quickly and totally agreed with officers and could see where they were coming from. He referred to issues relating to live streaming at the last Council meeting and agreed that work needed to be done with online meetings and would like to see this incorporated.

Proposed by Councillor Cuddy
Seconded by Councillor S McPeake and

Councillor Gildernew said that he would be happy to agree to the recommendation as anything that could improve the service he would be fully supportive of.

Councillor McKinney stated that he would also be happy to support it and although £25k was a lot of money, there was a need to digitally promote Mid Ulster businesses going forward and felt that this Council needed to lead by example.

Resolved That it be recommended to Council to approve the procurement of specialist services to develop a Digital Strategy for Mid Ulster District Council and also the allocation of reserves from the current year.

PR160/20 Member Services

No Issues.

Matters for Information

PR161/20 Minutes of Policy and Resources Committee held on Thursday 3 September 2020

Members noted Minutes of Policy and Resources Committee held on Thursday 3 September 2020.

Councillor S McPeake advised that he had sought information on the issue of General Power of Competence which was raised at the last Policy & Resources Committee but said that he would be happy if this was brought to the next meeting.

PR162/20 Corporate Plan 2020-2024

Members noted previously circulated report in relation to Corporate Plan 2020-2024.

Live Broadcast ended at 7.52 pm.

Local Government (NI) Act 2014 – Confidential Business

Proposed by Councillor Molloy
Seconded by Councillor McKinney and

Resolved In accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014 that Members of the public be asked to withdraw from the meeting whilst Members consider items PR163/20 to PR175/20.

Matters for Decision

- PR163/20 The Process for Appointment to Chief Executive
- PR164/20 Acting Chief Executive Arrangements
- PR165/20 Staffing Matters for Decision
- PR166/20 Staffing Matters for Decision – Planning Department
- PR167/20 Staffing Matters – Allocation Staff Resources –
Community Development
- PR168/20 Greenvale Leisure Centre; Pool Under-croft Emergency
Pipework Repairs
- PR169/20 Lease Agreement for Davagh Solar Walkway
- PR170/20 NILGOSC Superannuation Scheme – Additional Voluntary
Contributions Update

Matters for Information

- PR171/20 Confidential Minutes of Policy & Resources Committee held on
3 September 2020
- PR172/20 Staffing Matters for Information
- PR173/20 Staffing Matters for Information – Deferral of Director of
Environment & Property's Departure and Redundancy
Settlement
- PR174/20 Contracts and DAC
- PR175/20 Financial Report for 5 months ended 31 August 2020

PR176/20 Duration of Meeting

The meeting commenced at 7 pm and concluded at 9.16 pm.

Chair _____

Date _____

Report on	Local Government Partnership on Travellers Issues: Subscription 2020-21
Date of Meeting	Thursday 5 th November 2020
Reporting Officer	Philip Moffett, Head of Democratic Services
Contact Officer	Philip Moffett, Head of Democratic 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 update the committee on request received from the <i>Northern Ireland Local Government Partnership on Travellers Issues</i> for annual membership subscription, for period 2020-2021.
2.0	Background
2.1	The Council is currently a member organisation of the Local Government Partnership on traveller Issues to which it has elected member representation. The current representative is Cllr Donal McPeake, details of which is confirmed on the council website at: Local Government Partnership on Travellers Issues
2.2	Partnership membership was considered by the Environment Committee in May 2018 and subsequently recommended to Council (minute reference E136/18).
3.0	Main Report
3.1	The council has received an invoice for payment for the period 2020-21. Costs associated with annual organisational membership is provided for, from the Democratic Services in-year budget.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Local Government Partnership on Traveller Issues - £500 (VAT is not applicable to this charge)
	Human: not applicable
	Risk Management: not applicable
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: not applicable

	Rural Needs Implications: not applicable
5.0	Recommendation(s)
5.1	That the committee notes request for payment from the NI Local Government Partnership on Traveller Issues for the 2020-21 annual subscription.
6.0	Documents Attached & References
	Appendix A Renewal of Annual Membership for 2020-21



Northern Ireland
Local Government Partnership
On Traveller Issues

Councillor Robert Irvine
The Cornmill
24 Farnamullan Road
Mullybritt, Lisbellaw
BT94 5BL

Tel: [REDACTED]
Mob: [REDACTED]

Email: robert.irvine@fermanaghmagh.com

Renewal of Annual Membership for 2020/2021

5th October 2020

Invoice: 2020/21 – 10

Mid Ulster District Council
Burn Road
COOKSTOWN
BT80 8DT

The annual subscription in respect of membership of this Partnership by your Council for the period April 2020 to March 2021 is now due for renewal and payment.

Renewal Subscription - £500.00 (VAT is not applicable to this charge)

Please remit by BACS to the following bank account.

Account Name: Local Government Partnership on Traveller Issues

Account Number: [REDACTED]

Bank Sort Code: 950261

IBAN: GB66 DABA 9502 6180 1204 21

Bank: Danske Bank, 21-23 High Street, Carrickfergus BT38 7AL

Payment advice notes are to be posted to the address listed below.

R. J. Irvine (Treasurer)
The Cornmill
24 Farnamullan Road
Mullybritt
Lisbellaw
Co. Fermanagh
BT94 5BL

Tele No. [REDACTED]

Mob. No. [REDACTED]

Report on	Performance Improvement: Six Month Update (Q1-Q2) 2020-2021 on Statutory & Corporate Performance Indicators
Date of Meeting	Thursday 5 th November 2020
Reporting Officer	P Moffett, Head of Democratic Services
Contact Officer	L Jenkins, Performance & Quality Officer

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	The report provides members with monitoring information on the review of performance against our seven statutory and three corporate performance improvement indicators and standards, along with an overview of the Corporate Health Indicators for the first six months of 2020/21.
2.0	Background
2.1	<p>Statutory & Corporate Performance Improvement Indicators and Standards</p> <p>Under the Local Government (Performance Indicators and Standards Order (Northern Ireland) 2015), statutory performance indicators and standards have been set as part of the performance improvement arrangements for district councils. Performance measures have been specified for the functions of: Economic development, Planning and Waste management, on which to report annually, as part of the performance improvement arrangements for district councils, (hereafter referred to as statutory “set for us” performance measures). The aim of the performance measures is to promote the improvement of service delivery for the functions specified.</p>
2.2.	Council has identified three self-imposed performance improvement indicators and standards (continued from 2018/19) and hereafter referred to as “self-imposed” performance measures. These form an integral part of our Performance Improvement arrangements (under Part 12 of the Local Government (NI) Act 2014). Taken together all ten measures (statutory and self-imposed indicators) feed into the Corporate Performance “Health” Indicators/Measures (of which there are 28 in total – refer to 2.5). All of the performance indicators, statutory, self-imposed and organisational health indicators, are considered as forming part of our day-to-day business and act as a barometer of how the Council is improving Corporately.
2.3	The Performance Progress of the statutory (set for us) and self-imposed (set by us) indicators/standards are outlined in Appendix One (refer to Mid Ulster

2.4	<p>District Council Statutory and Corporate Performance Improvement Indicators - Six Month Progress Report 2020/21).</p> <p>Reporting on the Councils Corporate “Health Indicators”</p> <p>The committee at its meeting of October 2017 agreed a suite of <i>Corporate Health Indicators</i> for reporting on. Reporting on the Corporate health indicators provides a barometer of how the council is doing across its services; Indicators are effectively a ‘performance dashboard’, providing a summary of how the Council is doing across 8 key areas:</p> <ul style="list-style-type: none"> • Economy • Waste management • Council facilities • Better responses • Resident satisfaction • Staffing • Engaged workforce • Finance <p>2.5 Refer to Appendix Two - Corporate Health Indicators Q1 to Q2 (2020- 2021)</p>
3.0	Main Report
3.1	<p>Monitoring & Reporting on the Statutory & Corporate Performance Indicators and Standards.</p> <p>The Statutory and Corporate Improvement Indicator Report for the first six months of 2020/21, gives an overview of progress in relation to managing and monitoring Mid Ulster Council’s Corporate Improvement Performance Indicators (refer to Appendix One). Some of the data which form the statutory “set for us” indicators are reliant on third party information being supplied to Council services and are classed as management data as opposed to ‘audited’ data.</p>
3.2	<p>The management of Council’s 10 Statutory and Self-Imposed Indicators is a key mechanism within the Council’s Performance & Improvement Framework. Information relating to the 10 indicators will be updated and provide:</p> <ul style="list-style-type: none"> • Performance against target, assessment, action plan, & comparative trend analysis (over time). • Reporting & management accountabilities. • Target Direction; more is better, less is better etc. - (refer to measures i.e. numbers/percentages). • Performance trend, which utilises symbols to show whether there is improvement, no change or a fail, or change in a performance indicator compared to the last period. • Results against targets are assessed using a red, amber, green (RAG reporting) status; this shows whether performance is on or exceeds target

3.3	<p>(green), whether it is close to target (amber), or failing (red), and the colour purple indicates that information is not yet available.</p> <ul style="list-style-type: none"> • Links to the corporate plan • Activity of all 10 Performance Improvement PI's, at Senior management Team, will be closely monitored, as part of the overall information to ensure Council reacts appropriately to changing levels of demand/performance <p>A summary overview of 10 Corporate Performance Improvement Indicators at end of Q1 to Q2 2020/21 is as follows:</p> <p>Quarter One</p> <ul style="list-style-type: none"> a) 8 indicators are reported as Green - on target b) 0 indicators are Amber - close to target c) 2 indicators are falling short of the pre-defined standard - red d) 0 indicators are currently awaiting data to be supplied (in the main supplied by government departments) - purple <p>Quarter Two</p> <ul style="list-style-type: none"> a) 4 indicators are reported as on target - Green b) 1 indicator is close to target - Amber c) 2 indicators are falling short of the pre-defined standard - red d) 3 indicators are currently awaiting data to be supplied (in the main supplied by government departments) - purple
4.0	Other Considerations
4.1	<p>Financial, Human Resources & Risk Implications</p> <p>Financial: N/A</p> <p>Human: N/A</p> <p>Risk Management: The data quality contained in Council's Six Month Performance Improvement Progress Report is provisional, as unaudited "data" and is management information. In-year results may be subject to later revision</p>
4.2	<p><u>Screening & Impact Statements</u></p> <p>Equality & Good Relations Implications: N/A</p> <p>Rural Needs Implications: N/A</p>

5.0	Recommendation(s)
5.1	That the committee review the performance achieved, and assess progress and performance against the standards/targets and provide commentary as necessary. Members identify and explore any areas of concern on current and future performance.
6.0	Documents Attached & References
	<p>Appendix One - Statutory & Corporate Performance Improvement Indicators (Six-Month Progress Report 2020-21)</p> <p>Appendix Two - Corporate Health Indicators Q1 to Q2 (2020-21)</p>

Mid Ulster District Council

Statutory & Corporate Performance

Improvement Indicators

Q1 to Q2 - Sixth Month Progress Report

2020 – 2021

Performance Measures 2020 to 2021 - Statutory & Corporate Performance Indicators

Statutory Indicators – Set for Us

Under the Local Government (Performance Indicators and Standards Order (Northern Ireland) 2015), statutory performance indicators and standards have been set as part of the performance improvement arrangements for district councils (i.e. set for us). Performance measures have been specified for the functions of: Economic development, Planning and Waste management.

The aim of the performance measures is to promote the improvement of service delivery. The information is currently collated by the Department for the Economy, Department for Infrastructure and DAERA (Department for Agriculture, Environment and Rural Affairs) respectively and published on their websites. Once released to Council, this information is published for citizens and other stakeholders to assess Council's performance in these areas. Until validated by the Departments aforementioned, data will remain as management information.

Corporate Performance Indicators – Set by Us

During 2016/17, Council, in the absence of an agreed region wide performance management framework, decided to concentrate on ensuring the data quality of three of its proposed "set by us" or "self-imposed" performance indicators, standards/targets, with the aim of improving service delivery, across the three indicators; namely:

1. **Prompt Payments** - (Prompt payments speed up cash flow from the public sector to its suppliers, particularly SME's),
2. **Freedom of Information Requests (FOI) Responded to within 20 days**, (Council meets its statutory obligations, customer requests are met within specified timeframes and citizens can get information in a timely manner through a transparent process), and
3. **Percentage lost time rate of sickness absence** – (shows the percentage of total time available that has been lost due to any type of absence during a certain time period. The indicator is based on full time equivalent (FTE) employees - useful as a general measure of the significance of sickness absence levels for an organisation).

Benchmarking With Other Councils

Currently Prompt Payments and the Average Days Lost per Annum due to sickness absence, in days are utilised by the Department for Communities, on an annual basis (from 2017/18 onwards), in order to benchmark with other Councils. The two measure have been introduced, while awaiting the development of an overarching regional benchmark framework. Benchmark data appears where the information is available in this report and is contained in Council's Annual Performance Assessment Report. Where other local Council's benchmark data are available (annual), the data is included in the report.

Data quality is a central part of the Council's operational business and performance management. Performance measures including Absence information, Freedom of Information Requests, and Prompt Payments information is used every day across the Council to help inform management decisions, plan services, benchmark performance and cost, and inform target setting.

Rag Status, Target Direction and Performance Trend – Colours, Symbols and Descriptors.

Table One – RAG Status and Descriptors

Status – Evaluated As	Explanation
GREEN	Met or exceeded target
AMBER	Missed target narrowly
RED	Missed Target Significantly
PURPLE	Information not available

Table Two – Target Direction

Target Direction	Descriptor
More Is Better	A bigger value for this measure is best
Less Is Better	A smaller value for this measure is best

Table Three - Performance Trend

Direction of Travel		
The direction of travel shows if performance has improved, declined, or been maintained relative to previous quarter.		
Performance Improve	Performance Remained Same	Performance Declined
↑	↔	↓

STATUTORY INDICATOR & STANDARD Ref. No. : ED1 - MORE IS BETTER

ED1: The number of jobs promoted through business start-up activity from 1 st April 2016 to 30 th September 2020.					July-Sept 2020 Actual (Quarter Two)		Standard to be Met	Trend on Previous Quarter	Status																																														
<div><h3>ED1- The No. of Jobs Promoted Through Business Start Up 2016 - 2020</h3><table><caption>Data for ED1- The No. of Jobs Promoted Through Business Start Up 2016 - 2020</caption><thead><tr><th>Time</th><th>Numbers of Jobs promoted</th></tr></thead><tbody><tr><td>Q1 16.17</td><td>69</td></tr><tr><td>Q2 16.17</td><td>71</td></tr><tr><td>Q3 16.17</td><td>70</td></tr><tr><td>Q4 16.17</td><td>46</td></tr><tr><td>Yr End 16.17</td><td>256</td></tr><tr><td>Q1 17.18</td><td>68</td></tr><tr><td>Q2 17.18</td><td>62</td></tr><tr><td>Q3 17.18</td><td>44</td></tr><tr><td>Q4 17.18</td><td>49</td></tr><tr><td>Yr End 17.18</td><td>223</td></tr><tr><td>Q1 18.19</td><td>38</td></tr><tr><td>Q2 18.19</td><td>41</td></tr><tr><td>Q3 18.19</td><td>56</td></tr><tr><td>Q4 18.19</td><td>68</td></tr><tr><td>Yr End 18.19</td><td>204</td></tr><tr><td>Q1 19.20</td><td>52</td></tr><tr><td>Q2 19.20</td><td>45</td></tr><tr><td>Q3 19.20</td><td>41</td></tr><tr><td>Q4 19.20</td><td>47</td></tr><tr><td>Yr End 19.20</td><td>185</td></tr><tr><td>Q1 20.21</td><td>21</td></tr><tr><td>Q2 20.21</td><td>30</td></tr></tbody></table><p>Standard 210 jobs p.a.</p></div>					Time	Numbers of Jobs promoted	Q1 16.17	69	Q2 16.17	71	Q3 16.17	70	Q4 16.17	46	Yr End 16.17	256	Q1 17.18	68	Q2 17.18	62	Q3 17.18	44	Q4 17.18	49	Yr End 17.18	223	Q1 18.19	38	Q2 18.19	41	Q3 18.19	56	Q4 18.19	68	Yr End 18.19	204	Q1 19.20	52	Q2 19.20	45	Q3 19.20	41	Q4 19.20	47	Yr End 19.20	185	Q1 20.21	21	Q2 20.21	30	30		210 jobs p.a.	↑	RED
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Apr-June 2020 Actual (Quarter One)		Standard to be Met	Trend on Previous Quarter	Status																																																			
21		210 jobs p.a	↓	RED																																																			
					Analysis: MORE IS BETTER. Q2 Business Plans delivered figure is much lower than for the same period in 2019/20 (74 vs 48) resulting in significantly lower jobs (45 vs 30). DfE / Invest NI require Councils to use the lower conversion rate (Plans - Jobs) of 0.6147 (not RSI rate 0.75762). Due to the ongoing impact of Covid, this performance level is significantly lower than Q2 in 2019/20 and it is highly unlikely the Statutory Target will not be achieved for 2020/2021. The Contract Management Team (L&CCC) have been liaising regularly with ENI(contractor) since April; following approval from funders, ENI have moved to 'virtual' delivery and all furloughed Mid Ulster LEA staff returned to work in July 2020. On 15 Sept, L&CCC & MUDC staff met with DfE Due to the exceptional circumstances this year DfE believe it is highly unlikely the new revised targets (153 jobs to be promoted for Mid Ulster) will make it on to the Order by April 2021. While the Order cannot be changed without the formal process, DfE advised there is some scope in the Order to add an addendum to modify. Following our request they have agreed to issue a 'letter of comfort' to Councils to explain the situation ie that while DfC and DfE have accepted the change to the Statutory Targets these are unlikely to go through Statute until 2021, however, Councils will only be required to report on the new targets. Performance significantly lower from Q1 in 2019/20.																																																		
					Action Plan: At least 342 Plans are needed to be delivered by Mid Ulster agencies to ensure Statutory 'Jobs promoted' target is achieved by March 2020. Q1 figures account for only 10% of this and it is highly unlikely the Statutory Target will not be achieved for 2020/2021.																																																		
Comparator (annual)	2016/17	2017/18	2018/19	2019/20																																																			
NI Council Average	208	159	164	157																																																			
Lead Officer: Adrian Mc Creesh - Director Business & Communities. Purpose of Performance Indicator (PI): The number of jobs promoted through business start-up activity (Business start-up means the delivery of completed client led business plans under the Department of the Economy Regional Start Initiative or its																																																							

STATUTORY INDICATOR & STANDARD Ref. No. : P1 - LESS IS BETTER

P1: Major applications processed from date valid to decision or withdrawn within an average of 30 weeks - from 1 st April 2016 to 30 th September 2020					July-Sept 2020 Actual (Quarter Two)	Standard to be Met	Trend on Previous Quarter	Status																																																									
<div><p>P1 Average Processing Time of Major Planning Applications from Date Valid to Decision or Withdrawal within an Average of 30 Weeks 2016 - 2020</p><table><caption>P1 Average Processing Time Data (Weeks)</caption><thead><tr><th>Time</th><th>Actual</th><th>Standard</th></tr></thead><tbody><tr><td>Q1 16/17</td><td>66.6</td><td>30</td></tr><tr><td>Q2 16/17</td><td>65.6</td><td>30</td></tr><tr><td>Q3 16/17</td><td>71.4</td><td>30</td></tr><tr><td>Q4 16/17</td><td>88</td><td>30</td></tr><tr><td>Q1 17/18</td><td>77.5</td><td>30</td></tr><tr><td>Q2 17/18</td><td>39.4</td><td>30</td></tr><tr><td>Q3 17/18</td><td>44.4</td><td>30</td></tr><tr><td>Q4 17/18</td><td>0</td><td>30</td></tr><tr><td>Q1 18/19</td><td>135.6</td><td>30</td></tr><tr><td>Q2 18/19</td><td>58</td><td>30</td></tr><tr><td>Q3 18/19</td><td>60.2</td><td>30</td></tr><tr><td>Q4 18/19</td><td>61</td><td>30</td></tr><tr><td>Q1 19/20</td><td>62.1</td><td>30</td></tr><tr><td>Q2 19/20</td><td>64.4</td><td>30</td></tr><tr><td>Q3 19/20</td><td>66.8</td><td>30</td></tr><tr><td>Q4 19/20</td><td>73.1</td><td>30</td></tr><tr><td>Q1 20/21</td><td>137</td><td>30</td></tr><tr><td>Q2 20/21</td><td>86.4</td><td>30</td></tr></tbody></table></div>					Time	Actual	Standard	Q1 16/17	66.6	30	Q2 16/17	65.6	30	Q3 16/17	71.4	30	Q4 16/17	88	30	Q1 17/18	77.5	30	Q2 17/18	39.4	30	Q3 17/18	44.4	30	Q4 17/18	0	30	Q1 18/19	135.6	30	Q2 18/19	58	30	Q3 18/19	60.2	30	Q4 18/19	61	30	Q1 19/20	62.1	30	Q2 19/20	64.4	30	Q3 19/20	66.8	30	Q4 19/20	73.1	30	Q1 20/21	137	30	Q2 20/21	86.4	30	86.4 weeks	30 weeks	↑	RED
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137 weeks	30 weeks	↓	RED																																																														
Analysis: LESS IS BETTER An improvement on Majors when compared to Quarter One. What does this mean - whilst performance remains below target, some major applications have been determined this quarter. Comparison with last year same reporting period: 86 weeks this year compared to 58 weeks last year.																																																																	
Action Plan:																																																																	
Comparator (annual)	2016/17	2017/18	2018/19	2019/20																																																													
NI Council Average	68.6 weeks	50.2 weeks	59 weeks	52.8 weeks																																																													
Lead Officer: Dr. Chris Boomer – Planning. Purpose of PI: Planning Department deals with MAJOR Planning applications faster - [An application in the category of major development within the meaning of Planning (Development Management Regulations (NI) 2015(a))].																																																																	

STATUTORY INDICATOR & STANDARD Ref. No. : P2 - LESS IS BETTER

P2: Average processing time of Local Planning Applications from date valid to decision or withdrawn within an average of 15 weeks from 01/04/16 - 30/09/20					July-Sept 2020 Actual (Quarter Two)	Standard to be Met	Trend on Previous Quarter	Status																																																									
<div><p>P2 Average Processing Time of Local Planning Applications from Date Valid to Decision or Withdrawal within an Average of 15 Weeks 2016 - 2020</p><table><caption>P2 Average Processing Time Data (Weeks)</caption><thead><tr><th>Time</th><th>Actual</th><th>Standard</th></tr></thead><tbody><tr><td>Q1 16.17</td><td>14.7</td><td>15</td></tr><tr><td>Q2 16.17</td><td>14.6</td><td>15</td></tr><tr><td>Q3 16.17</td><td>14.8</td><td>15</td></tr><tr><td>Q4 16.17</td><td>13.8</td><td>15</td></tr><tr><td>Q1 17.18</td><td>13.2</td><td>15</td></tr><tr><td>Q2 17.18</td><td>14.2</td><td>15</td></tr><tr><td>Q3 17.18</td><td>13.8</td><td>15</td></tr><tr><td>Q4 17.18</td><td>18.2</td><td>15</td></tr><tr><td>Q1 18.19</td><td>18.1</td><td>15</td></tr><tr><td>Q2 18.19</td><td>16.8</td><td>15</td></tr><tr><td>Q3 18.19</td><td>18.2</td><td>15</td></tr><tr><td>Q4 18.19</td><td>14</td><td>15</td></tr><tr><td>Q1 19.20</td><td>12.6</td><td>15</td></tr><tr><td>Q2 19.20</td><td>12.8</td><td>15</td></tr><tr><td>Q3 19.20</td><td>12.6</td><td>15</td></tr><tr><td>Q4 19.20</td><td>12.6</td><td>15</td></tr><tr><td>Q1 20.21</td><td>15.6</td><td>15</td></tr><tr><td>Q2 20.21</td><td>15.6</td><td>15</td></tr></tbody></table></div>					Time	Actual	Standard	Q1 16.17	14.7	15	Q2 16.17	14.6	15	Q3 16.17	14.8	15	Q4 16.17	13.8	15	Q1 17.18	13.2	15	Q2 17.18	14.2	15	Q3 17.18	13.8	15	Q4 17.18	18.2	15	Q1 18.19	18.1	15	Q2 18.19	16.8	15	Q3 18.19	18.2	15	Q4 18.19	14	15	Q1 19.20	12.6	15	Q2 19.20	12.8	15	Q3 19.20	12.6	15	Q4 19.20	12.6	15	Q1 20.21	15.6	15	Q2 20.21	15.6	15	15.6 weeks	15 weeks	↓	AMBER
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12.6 weeks	15 weeks	↓	GREEN																																																														
<p>Analysis: LESS IS BETTER</p> <p>Unvalidated Q2 performance shows performance on local applications has slipped outside 15-week target.</p> <p>What does this mean: that COVID 19 working restrictions are starting to lead to delays in local decisions processing times.</p> <p>Comparison with last year same reporting period: 12.8 weeks last year – approximately three weeks slower processing time for this quarter in comparison.</p> <p>Action Plan:</p> <p>To aim to issue more applications are received for October 2020.</p>																																																																	
Comparator (annual)	2016/17	2017/18	2018/19	2019/20																																																													
NI Council Average	16.2 weeks	15.2 weeks	14.8 weeks	14 weeks																																																													
<p>Lead Officer: Dr. Chris Boomer – Planning. Purpose of PI. Planning Department deal with LOCAL Planning applications faster - Local applications means an application in the category of local development within the meaning of the (Development Management) Regulations (NI) 2015, and any other applications for approval or consent under the Planning Act (NI) 2011 (or any orders or regulations made under the Act).</p>																																																																	

STATUTORY INDICATOR & STANDARD Ref. No. : P3 - MORE IS BETTER

P3: The percentage of planning enforcement cases processed within 39 weeks from 1 st April 2016 to 30 th September 2020.					July-Sept 2020 Actual (Quarter Two)	Standard to be Met	Trend on Previous Quarter	Status																																						
<div><p>P3 - The Percentage of Planning Enforcement Cases Processed Within 39 Weeks 2016 - 2020.</p><table><caption>Data for P3 - The Percentage of Planning Enforcement Cases Processed Within 39 Weeks 2016 - 2020</caption><thead><tr><th>Time</th><th>Actual (%)</th></tr></thead><tbody><tr><td>Q1 16.17</td><td>81.6%</td></tr><tr><td>Q2 16.17</td><td>76.0%</td></tr><tr><td>Q3 16.17</td><td>76.4%</td></tr><tr><td>Q4 16.17</td><td>86.4%</td></tr><tr><td>Q1 17.18</td><td>84.1%</td></tr><tr><td>Q2 17.18</td><td>87.5%</td></tr><tr><td>Q3 17.18</td><td>83.0%</td></tr><tr><td>Q4 17.18</td><td>74.1%</td></tr><tr><td>Q1 18.19</td><td>75.8%</td></tr><tr><td>Q2 18.19</td><td>62.2%</td></tr><tr><td>Q3 18.19</td><td>75.5%</td></tr><tr><td>Q4 18.19</td><td>82.3%</td></tr><tr><td>Q1 19.20</td><td>80.6%</td></tr><tr><td>Q2 19.20</td><td>86.8%</td></tr><tr><td>Q3 19.20</td><td>94.2%</td></tr><tr><td>Q4 19.20</td><td>90.1%</td></tr><tr><td>Q1 20.21</td><td>100.0%</td></tr><tr><td>Q2 20.21</td><td>87.9%</td></tr></tbody></table></div>					Time	Actual (%)	Q1 16.17	81.6%	Q2 16.17	76.0%	Q3 16.17	76.4%	Q4 16.17	86.4%	Q1 17.18	84.1%	Q2 17.18	87.5%	Q3 17.18	83.0%	Q4 17.18	74.1%	Q1 18.19	75.8%	Q2 18.19	62.2%	Q3 18.19	75.5%	Q4 18.19	82.3%	Q1 19.20	80.6%	Q2 19.20	86.8%	Q3 19.20	94.2%	Q4 19.20	90.1%	Q1 20.21	100.0%	Q2 20.21	87.9%	87.9 %	70%	↓	GREEN
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Q3 18.19	75.5%																																													
Q4 18.19	82.3%																																													
Q1 19.20	80.6%																																													
Q2 19.20	86.8%																																													
Q3 19.20	94.2%																																													
Q4 19.20	90.1%																																													
Q1 20.21	100.0%																																													
Q2 20.21	87.9%																																													
Apr-June 2020 Actual (Quarter One)	Standard to be Met	Trend on Previous Quarter	Status																																											
100 %	70%	↑	GREEN																																											
					Analysis: MORE IS BETTER Performance in relation to enforcement remains consistent and within target. What does this mean?: slight drop in performance it is suspected reflects the processing of some of the more complex cases not able to be progressed in Quarter One Comparison with last year same reporting period?: 1.1 weeks slower performance but no immediate issues requiring to be addressed.																																									
					Action Plan: Maintain Management																																									
Comparator (annual)	2016/17	2017/18	2018/19	2019/20																																										
NI Council Average	80.7%	77%	81%	81.4%																																										
Lead Officer: Dr. Chris Boomer – Planning. Purpose of PI: Planning Department bring more enforcement cases to target conclusion within 39 weeks. Enforcement cases are investigations into alleged breaches of planning control under Part 5 of the Planning Act (NI) 2011 (or under any orders or regulations made under the Act.																																														

STATUTORY INDICATOR & STANDARD Ref. No.: W1 - MORE IS BETTER

W1: The Percentage of household waste collected by District Councils that is sent for recycling (including waste prepared for reuse) from 1 st April 2016 to 30 th September 2020.					July-Sept 2020 Actual (Quarter Two)	Standard to be Met	Trend on Previous Quarter	Status																																						
<div><h3>W1 - The Percentage of Household Waste Collected by District Council That is Sent for Recycling 2016/17 to 2020/21</h3><table><caption>W1 - The Percentage of Household Waste Collected by District Council That is Sent for Recycling 2016/17 to 2020/21</caption><thead><tr><th>Time</th><th>% Recycling Rate</th></tr></thead><tbody><tr><td>Q1 16.17</td><td>55.34%</td></tr><tr><td>Q2 16.17</td><td>54.14%</td></tr><tr><td>Q3 16.17</td><td>50.01%</td></tr><tr><td>Q4 16.17</td><td>45.19%</td></tr><tr><td>Q1 17.18</td><td>58.32%</td></tr><tr><td>Q2 17.18</td><td>56.70%</td></tr><tr><td>Q3 17.18</td><td>54.58%</td></tr><tr><td>Q4 17.18</td><td>47.15%</td></tr><tr><td>Q1 18.19</td><td>59.73%</td></tr><tr><td>Q2 18.19</td><td>56.38%</td></tr><tr><td>Q3 18.19</td><td>56.26%</td></tr><tr><td>Q4 18.19</td><td>50.82%</td></tr><tr><td>Q1 19.20</td><td>63.25%</td></tr><tr><td>Q2 19.20</td><td>62.47%</td></tr><tr><td>Q3 19.20</td><td>58.52%</td></tr><tr><td>Q4 19.20</td><td>50.79%</td></tr><tr><td>Q1 20.21</td><td>60.68%</td></tr><tr><td>Q2 20.21</td><td>60.68%</td></tr></tbody></table></div>					Time	% Recycling Rate	Q1 16.17	55.34%	Q2 16.17	54.14%	Q3 16.17	50.01%	Q4 16.17	45.19%	Q1 17.18	58.32%	Q2 17.18	56.70%	Q3 17.18	54.58%	Q4 17.18	47.15%	Q1 18.19	59.73%	Q2 18.19	56.38%	Q3 18.19	56.26%	Q4 18.19	50.82%	Q1 19.20	63.25%	Q2 19.20	62.47%	Q3 19.20	58.52%	Q4 19.20	50.79%	Q1 20.21	60.68%	Q2 20.21	60.68%	Awaiting data	NILAS Scheme to Dec 2020	NA	PURPLE
					Time	% Recycling Rate																																								
					Q1 16.17	55.34%																																								
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					Apr-June 2020 Actual (Quarter One)	Standard to be Met	Trend on Previous Quarter	Status																																						
					60.68% (11,000 tonnes recycled)	NILAS Scheme to Dec 2020	↑	GREEN																																						
					Analysis: MORE IS BETTER Recycling rate decreased due to impact of Covid19 The Recycling Centres closed for part of the quarter due to Covid19 Comparison with last year: Same reporting period the rate decreased by 2.57% percentage points and 803 tonnes compared to same quarter in 2019/20																																									
Comparator (annual)					Action Plan:																																									
2016/17					Maintain management																																									
2017/18																																														
2018/19																																														
2019/20																																														
NI Council Average																																														
44.4%																																														
48.1%																																														
50%																																														
*Not yet available																																														
Lead Officer: Andrew Cassells Director - Environment & Property. Purpose of PI. : Meet Statutory Targets – Households Waste is as defined in Article 2 of the Waste and Contaminated Land (NI) Order 1997 (a) and the Controlled Waste and Duty of Care Regulations (NI) 2013 (b) - Household Waste is as defined in Article 2 of the Waste and Contaminated Land (NI) Order 1997 (a) and the Controlled Waste and Duty of Care Regulations (NI) 2013 (b) -																																														

*Awaiting Annual Report from Department of Agriculture, Environment and Rural Affairs.

STATUTORY INDICATOR & STANDARD Ref. No. : W2 - LESS IS BETTER

W2: The amount (tonnage) of Biodegradable Local Authority Collected Municipal Waste that is landfilled from 1 st April 2016 to 30 th September 2020					July-Sept 2020 Actual (Quarter Two)	Allowance 2020/21	Trend on Previous Quarter	Status																																										
<div><p>W2 - The Amount (Tonnage) of Biodegradable Local Authority Collected Municipal Waste that is landfilled</p><p>2016/17 21,330 tonnes allowance</p><p>2017/18 19,131 tonnes allowance</p><p>2018/19 18,032 tonnes allowance</p><p>2019/20 16,923 tonnes allowance</p><p>Tonnage of Biodegradable Local Authority Collected Municipal Waste that is Landfilled</p><p>Time</p><table><tr><td>Q1 16.17</td><td>3,266</td></tr><tr><td>Q2 16.17</td><td>3,283</td></tr><tr><td>Q3 16.17</td><td>3,799</td></tr><tr><td>Q4 16.17</td><td>4,498</td></tr><tr><td>Yr. Total</td><td>14,846</td></tr><tr><td>Q1 17.18</td><td>2,501</td></tr><tr><td>Q2 17.18</td><td>2,339</td></tr><tr><td>Q3 17.18</td><td>2,248</td></tr><tr><td>Q4 17.18</td><td>2,989</td></tr><tr><td>Yr. Total</td><td>10,077</td></tr><tr><td>Q1 18.19</td><td>1,865</td></tr><tr><td>Q2 18.19</td><td>2,026</td></tr><tr><td>Q3 18.19</td><td>1,288</td></tr><tr><td>Q4 18.19</td><td>508</td></tr><tr><td>Yr. Total</td><td>5,687</td></tr><tr><td>Q1 19.20</td><td>331</td></tr><tr><td>Q2 19.20</td><td>134</td></tr><tr><td>Q3 19.20</td><td>136</td></tr><tr><td>Q4 19.20</td><td>465</td></tr><tr><td>Yr. Total</td><td>1,506</td></tr><tr><td>Q1 20.21</td><td>296</td></tr></table></div>					Q1 16.17	3,266	Q2 16.17	3,283	Q3 16.17	3,799	Q4 16.17	4,498	Yr. Total	14,846	Q1 17.18	2,501	Q2 17.18	2,339	Q3 17.18	2,248	Q4 17.18	2,989	Yr. Total	10,077	Q1 18.19	1,865	Q2 18.19	2,026	Q3 18.19	1,288	Q4 18.19	508	Yr. Total	5,687	Q1 19.20	331	Q2 19.20	134	Q3 19.20	136	Q4 19.20	465	Yr. Total	1,506	Q1 20.21	296	Awaiting Data	No set target 2020/21	NA	PURPLE
					Q1 16.17	3,266																																												
					Q2 16.17	3,283																																												
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Apr – June 2020 Actual (Quarter One)	Allowance 2020/21	Trend on Previous Quarter	Status																																															
296 tonnes	No set target 2020/21	↑	GREEN																																															
					Analysis: LESS IS BETTER No NILAS scheme/target in 2020/21. Lowest ever quarterly tonnage of LACBMW landfilled Comparison with last year, same reporting period: Amount landfilled has decreased by 35 tonnes																																													
Comparator (annual)	2016/17	2017/18	2018/19	2019/20	Action Plan: Maintain Management																																													
NI Council Average	18,580 tonnes	15,572 tonnes	13,938 tonnes	*Not yet Available																																														
Lead Officer: Andrew Cassells - Director Environment & Property. Purpose of PI: Meet Statutory Targets -Local Authority collected Municipal Waste as defined in section 21 of the Waste Emissions Trading Act 2003 (c)																																																		

*Awaiting Annual Report from Department of Agriculture, Environment and Rural Affairs.

STATUTORY INDICATOR & STANDARD Ref. No.: W3 - LESS IS BETTER

W3: The amount (tonnage) of Local Authority Collected Municipal Waste Arisings from 1 st April 2016 to 30 th September 2020.					July-Sept 2020 Actual (Quarter Two)	Standard to be Met	Trend on Previous Quarter	Status																																				
<div><h3>W3 - The amount (tonnage) of Local Authority Collected Municipal Waste Arisings</h3><table border="1"><thead><tr><th>Time</th><th>Tonnage</th></tr></thead><tbody><tr><td>Q1 16/17</td><td>21,749</td></tr><tr><td>Q2 16/17</td><td>22,555</td></tr><tr><td>Q3 16/17</td><td>19,002</td></tr><tr><td>Q4 16/17</td><td>19,527</td></tr><tr><td>Q1 17/18</td><td>21,370</td></tr><tr><td>Q2 17/18</td><td>22,179</td></tr><tr><td>Q3 17/18</td><td>18,678</td></tr><tr><td>Q4 17/18</td><td>17,765</td></tr><tr><td>Q1 18/19</td><td>21,781</td></tr><tr><td>Q2 18/19</td><td>20,876</td></tr><tr><td>Q3 18/19</td><td>17,982</td></tr><tr><td>Q4 18/19</td><td>18,019</td></tr><tr><td>Q1 19/20</td><td>21,024</td></tr><tr><td>Q2 19/20</td><td>22,023</td></tr><tr><td>Q3 19/20</td><td>18,488</td></tr><tr><td>Q4 19/20</td><td>18,109</td></tr><tr><td>Q1 20/21</td><td>19,724</td></tr></tbody></table></div>					Time	Tonnage	Q1 16/17	21,749	Q2 16/17	22,555	Q3 16/17	19,002	Q4 16/17	19,527	Q1 17/18	21,370	Q2 17/18	22,179	Q3 17/18	18,678	Q4 17/18	17,765	Q1 18/19	21,781	Q2 18/19	20,876	Q3 18/19	17,982	Q4 18/19	18,019	Q1 19/20	21,024	Q2 19/20	22,023	Q3 19/20	18,488	Q4 19/20	18,109	Q1 20/21	19,724	Awaiting data	NA	NA	PURPLE
					Time	Tonnage																																						
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Q2 16/17	22,555																																											
Q3 16/17	19,002																																											
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Q3 19/20	18,488																																											
Q4 19/20	18,109																																											
Q1 20/21	19,724																																											
					Apr-June 2020 Actual (Quarter One)	Standard to be Met	Trend on Previous Quarter	Status																																				
					19,724 tonnes	NA	↓	GREEN																																				
					Analysis: LESS IS BETTER Less waste collected overall due to Covid19 - Recycling Centres closed for part of the quarter due to Covid19 Comparison with last year, same reporting period: 2299 tonnes less municipal waste collected compared to same quarter in 2019/20																																							
					Action Plan: Maintain Management																																							
</																																												

**Awaiting Annual Report from Department of Agriculture, Environment and Rural Affairs.*

CORPORATE PERFORMANCE IMPROVEMENT INDICATOR & STANDARD Ref. No.: CORP 1a - MORE IS BETTER

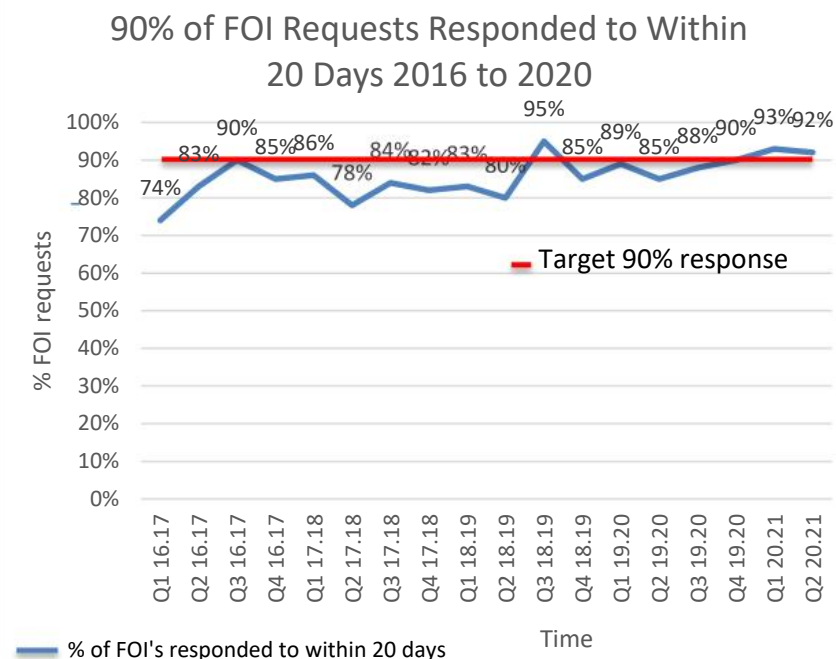
CORP1 (a): Prompt Payment- 90% of invoices paid within 30 day target from 1 st April 2016 to 30 th September 2020.					July-Sept 2020 Actual (Quarter Two)	Standard to be Met	Trend on Previous Quarter	Status
<div><h3>CORP1a: - 90% of Invoices Paid Within 30 days</h3><p>% Invoices paid within 30 days</p><p>Time</p><p>Standard 90% invoices paid within 30 days</p></div>					95%	90%	↑	GREEN
					Apr-June 2020 Actual (Quarter One)	Standard to be Met	Trend on Previous Quarter	Status
					94%	90%	↓	GREEN
					Analysis: MORE IS BETTER An outturn of 95% has been achieved in Quarter Two and this is in excess of target. Comparison with last year same reporting period: This quarter is 2 % points up on the same quarter last year.			
					Action Plan: Maintain Management			
Comparator (annual)	2016/17	2017/18	2018/19	2019/20				
NI Council Average	84%	82%	86%	86%				
Lead Officer: JJ Tohill Director of Finance. Purpose of PI: Prompt payments speed up cash flow from the public sector to its suppliers, particularly SME’s. Council recognises that late payments are a key issue for business, especially for smaller businesses as it can adversely affect their cash flow & jeopardises their ability to trade & we recognise that as a Public body we should set a strong example by paying promptly. Indicator that allows Council to have a “signal” that it has an effective prompt payment system delivery, has in place a clear framework for managing prompt payments, in order to support an environment in which ambitious businesses flourish. The Department for Communities requests information from councils at the end of each Quarter on the processing of invoices as detailed in the following circular https://www.communities-ni.gov.uk/publications/circular-lg-192016-guidance-prompt-payments								

CORPORATE PERFORMANCE IMPROVEMENT INDICATOR & STANDARD Ref. No. : CORP 1b - MORE IS BETTER

CORP1 (b): Prompt Payment - 80% of invoices paid within 10 day target from 1 st April 2016 to 30 th September 2020					July-Sept 2020 Actual (Quarter Two)	Standard to be Met	Trend on Previous Quarter	Status																																						
<div><h3>CORP1b: 80% Invoices Paid Within 10 Days</h3><table><caption>Data for CORP1b: 80% Invoices Paid Within 10 Days</caption><thead><tr><th>Quarter</th><th>% Invoices paid within 10 days</th></tr></thead><tbody><tr><td>Q1 16.17</td><td>84%</td></tr><tr><td>Q2 16.17</td><td>80%</td></tr><tr><td>Q3 16.17</td><td>87%</td></tr><tr><td>Q4 16.17</td><td>87%</td></tr><tr><td>Q1 17.18</td><td>83%</td></tr><tr><td>Q2 17.18</td><td>84%</td></tr><tr><td>Q3 17.18</td><td>87%</td></tr><tr><td>Q4 17.18</td><td>84%</td></tr><tr><td>Q1 18.19</td><td>82%</td></tr><tr><td>Q2 18.19</td><td>85%</td></tr><tr><td>Q3 18.19</td><td>83%</td></tr><tr><td>Q4 18.19</td><td>82%</td></tr><tr><td>Q1 19.20</td><td>82%</td></tr><tr><td>Q2 19.20</td><td>81%</td></tr><tr><td>Q3 19.20</td><td>85%</td></tr><tr><td>Q4 19.20</td><td>85%</td></tr><tr><td>Q1 20.21</td><td>81%</td></tr><tr><td>Q2 20.21</td><td>80%</td></tr></tbody></table><p>Standard 80% invoices paid within 10 dys</p></div>					Quarter	% Invoices paid within 10 days	Q1 16.17	84%	Q2 16.17	80%	Q3 16.17	87%	Q4 16.17	87%	Q1 17.18	83%	Q2 17.18	84%	Q3 17.18	87%	Q4 17.18	84%	Q1 18.19	82%	Q2 18.19	85%	Q3 18.19	83%	Q4 18.19	82%	Q1 19.20	82%	Q2 19.20	81%	Q3 19.20	85%	Q4 19.20	85%	Q1 20.21	81%	Q2 20.21	80%	80%	80%	↑	GREEN
					Quarter	% Invoices paid within 10 days																																								
					Q1 16.17	84%																																								
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Q4 16.17	87%																																													
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Q1 20.21	81%																																													
Q2 20.21	80%																																													
					Apr-June 2020 Actual (Quarter One)	Standard to be Met	Trend on Previous Quarter	Status																																						
					81%	80%	↓	GREEN																																						
					Analysis: MORE IS BETTER																																									
					An outturn of 80% has been achieved which as met the target																																									
					Comparison with last year same reporting period: This quarter is down by 1% point in comparison with the same quarter last year																																									
					Action Plan:																																									
					Maintain management																																									
Comparator (annual)	2016/17	2017/18	2018/19	2019/20																																										
NI Council Average	46%	47%	52%	58%																																										
Lead Officer: JJ Tohill Director of Finance																																														
Purpose of PI: Prompt payments speed up cash flow from the public sector to its suppliers, particularly SME’s. Council recognises that late payments are a key issue for business, especially for smaller businesses as it can adversely affect their cash flow & jeopardises their ability to trade & we recognise that as a Public body we should set a strong example by paying promptly. Indicator that allows Council to have a “signal” that it has an effective prompt payment system delivery, has in place a clear framework for managing prompt payments, in order to support an environment in which ambitious businesses flourish. The Department for Communities requests information from councils at the end of each Quarter on the processing of invoices as detailed in the following circular https://www.communities-ni.gov.uk/publications/circular-lg-192016-guidance-prompt-payments																																														

CORPORATE PERFORMANCE IMPROVEMENT INDICATOR & STANDARD Ref. No. : CORP 2 - MORE IS BETTER

CORP2: 90% Freedom Of Information requests responded to within 20 days from 1st April 2016 to 30th September 2020.



July-Sept 2020 Actual (Quarter Two)

92 %

Standard to be Met

90%

Trend on Previous Quarter



Status

GREEN

Apr-June 2020 Actual (Quarter One)

93 %

Standard to be Met

90%

Trend on Previous Quarter



Status

GREEN

Analysis: MORE IS BETTER.

By end Q2 Council received and processed/in the stages of processing 169 requests. For Q2 this represents 99 requests received, with the remainder received in Q1. Of the 169 requests, 13 were not responded to within 20 days whilst 156 have been. This represents 92 % of all requests responded to within 20 days in line with the standard set. Similarly, to Q1 council has attained the 90% target in Q2, with 92% of all requests having been responded to within 20 days. Whilst there has been a marginal % decrease of attainment by 1%, the Council is still on track to meet this standard by year-end based on the Q2 attainment. There has been a rise in the number of requests being received in Q2, 29 more compared to Q1. The rise during this period is not typical in comparison to other years but perhaps attributable to loosening of COVID restrictions and organisations returning to offices.

The no. of requests received with the Council is significantly down on the same period last year but the % responded to within 20 day set standard is up 7%.. Although council is now working in context of COVID with staff working through a combination of remote/offsite/office the standard is being met

Action Plan:

Maintain management.

Comparator (annual)	2016/17	2017/18	2018/19	2019/20
NI Council Average	*Not available	Not available	Not available	Not available

Lead Officer : Philip Moffett Head of Democratic Services

Purpose of PI: The measure is needed to ensure that Council meets its statutory obligations and that customer requests are met within a specified timeframes. Citizens can get information in a timely manner through a transparent process.

**FOI statistics in N Ireland Councils- data is not currently available – awaiting regional framework*

CORPORATE PERFORMANCE IMPROVEMENT INDICATOR & STANDARD Ref. No. : CORP 3 - LESS IS BETTER

CORP3a: Lost time Rate Absence of 5% or less from 01/04/16-30/09/20					July-Sept 2020 Actual (Quarter Two)		Standard to be Met		Trend on Previous Quarter		Status	
<div><p>% Lost Time Rate Sickness Absence => 5% p.a.</p><p>Legend: — Standard =>5%</p></div>					3.64 %		= >5% p.a.		↓		GREEN	
					Apr-June 2020 Actual (Quarter One)		Standard to be Met		Trend on Previous Quarter		Status	
					2.75 %		= >5% p.a.		↑		GREEN	
					<p>Analysis: LESS IS BETTER.</p> <p>The current cumulative percent loss rate for Q2 is 3.64% and is 0.28% less than 19/20. In Q1 “Infection” related absence has reduced significantly due to Covid -19 and is currently only accounting for 3.58% compared to 9.78% for the same period 19/20. In preparation for Q3 and the “Flu season”, we have organised over 100 vaccines for early October, which is double the amount in 2019.</p> <p>Another notable change is the increase in Stress & Mental health related absences, this has increased significantly and is accounting for 32.55%. Similar related absence is normally comparable to 25%. Whilst this increase cannot be directly attributed due to the pandemic, it is highly likely that it has been a factor. We continue to provide employees with access to mental health first aiders, confidential counselling, coaching and other training sessions.</p>							
					<p>Action Plan:</p> <p>Stress & Mental health related absences and their increase will need to be monitored as we move into Q3 and the appropriate interventions considered in addition to those we already provide. Eligible staff are able to avail of 5 days paid carers leave to help deal with pressure associated with the pandemic allowing them time to put appropriate measures in place, this additional support helped to reduce the potential stress related absences caused by the pandemic.</p>							
Comparator (annual)		2016/17	2017/18	2018/19	2019/20							
NI Council Average		% data not available regionally	% data not available regionally	% data not available regionally	% data not available regionally							
<p>Lead Officer: M Canavan Director Org. Development - Purpose of PI: Lost Time Rate (LTR) shows the % of total time available that has been lost due to sickness absence during a certain time period. The indicator is based on full time equivalent (FTE) employees, useful as a general measure of the significance of sickness absence levels for an organisation.</p>												

*% LTR Sickness Absence in N Ireland Councils data is not currently available – awaiting regional framework

CORPORATE PERFORMANCE IMPROVEMENT INDICATOR & STANDARD Ref. No. : CORP 3 - LESS IS BETTER

CORP3b: Average Number of Working Days Lost per employee (Sickness Absence – Annual) 01/04/15- 31/03/20					July-Sept 2020 Actual (Quarter Two)		Standard to be Met		Trend on Previous Year		Status																													
<div><p>Average Annual Days Lost (Sickness Absence) p.a. 2017/18 to 2020/21</p><table><caption>Average Annual Days Lost (Sickness Absence) p.a. 2017/18 to 2020/21</caption><thead><tr><th>Period</th><th>Days Lost</th></tr></thead><tbody><tr><td>2017/18</td><td>12.5</td></tr><tr><td>Q1 18.19</td><td>3.2</td></tr><tr><td>Q2 18.19</td><td>3.2</td></tr><tr><td>Q3 18.19</td><td>3.5</td></tr><tr><td>Q4 18.19</td><td>2.8</td></tr><tr><td>2018.19</td><td>13.0</td></tr><tr><td>Q1 19.20</td><td>2.8</td></tr><tr><td>Q2 19.20</td><td>2.5</td></tr><tr><td>Q3 19.20</td><td>3.5</td></tr><tr><td>2019.2</td><td>3.0</td></tr><tr><td>Q4 19.20</td><td>11.5</td></tr><tr><td>Q1 20.21</td><td>1.8</td></tr><tr><td>Q2 20.21</td><td>2.5</td></tr></tbody></table><p>— Average 13 days per annum</p></div>					Period	Days Lost	2017/18	12.5	Q1 18.19	3.2	Q2 18.19	3.2	Q3 18.19	3.5	Q4 18.19	2.8	2018.19	13.0	Q1 19.20	2.8	Q2 19.20	2.5	Q3 19.20	3.5	2019.2	3.0	Q4 19.20	11.5	Q1 20.21	1.8	Q2 20.21	2.5	2.51		=> 13 days p.a		↓		GREEN	
					Period	Days Lost																																		
					2017/18	12.5																																		
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Apr-June 2020 Actual (Quarter One)		Standard to be Met		Trend on Previous Year		Status																																		
1.82		=> 13 days p.a		↑		GREEN																																		
<div><p>Analysis: LESS IS BETTER.</p><p>The Covid-19 Global Pandemic has had significant impact on sickness absence across Council, it reduced from 1.28% from Q1 last year. There are a number of factors, which may have impacted on this reduction, firstly we furloughed a number of staff due to facility closures or those considered “at risk/shielding” and the lower number of staff available for work may have contributed to the lower percent loss rate.</p><p>In line with government advice those staff that displayed similar “symptoms” to Covid-19 were advised to stay at home and self-isolate for up to 14days. This absence was not recorded as sickness absence but previously would have been considered as an “infection” related short-term absence; however, we are unable to distinguish the difference between absence reasons due to the limited testing available at that time. A total of 3,271.50 days have been lost to date due to sickness absence. Q2 Sickness absence is generally lower than other times of the year; however, the current global pandemic continues to have an impact.</p></div>					<div><p>Action Plan:</p><p>As above</p></div>																																			
												Comparator (annual)		2016/17		2017/18		2018/19		2019/20																				
												NI Council Average		14.9		14.9		*Not Yet available		*Not Yet available																				
<div><p>Lead Officer: M Canavan Director Organisational Development - Purpose of PI: Lost Time Rate (LTR) shows the average number of days lost per employee due to sickness absence p.a. The indicator is based on full time equivalent (FTE) employees, useful as a general measure of the significance of sickness absence levels for an organisation and as a benchmark measure to contrast with other organisations.</p></div>																																								

*Supplied by Northern Ireland Audit Office

APPENDIX TWO

Mid Ulster District Council: Corporate Health Indicators				QUARTER TWO 2020/21						
Measures	Target/Standard 2020-2021	Annual Outturn 2018-19	Annual Outturn 2019-20*	Reporting (Calculating) Officer	Responsible Lead Service	QUARTER ONE 2020/21 (Total Q1)	QUARTER TWO 2020/21 (Cumulative total Q1 and Q2)	QUARTER THREE 2020/21 (Cumulative total Q1 + Q2 & Q3)	QUARTER FOUR 2020/21 (Cumulative Q1+ Q2+ Q3 & Q4)	Commentary (Explain why there is a non provision for Q2 How are you going to bring any remedial actions back on track to include information now required? Use SMART framework for
1.0 Economy										
1.1	No. of jobs promoted	*210	204	185	Director, Business & Communities	Economic Development	21	51		
1.2	Average processing time for local planning applications (weeks)	15 weeks	16.9 weeks	12.5 weeks	Planning Manager	Planning: Development Management	14	15.6		Figures are, as yet, unvalidated
1.3	Average processing time for major planning applications (weeks)	30 weeks	64.7 weeks	73.2 weeks	Planning Manager	Planning: Development Management	137	86.4		Figures are, as yet, unvalidated
1.4	% building regulations applications determined to target	90%	90%	91%	Director, Public Health & Infrastructure	Building Control	96%	95%		
2.0 Waste Management										
2.1	% of household waste going to landfill		16.31%		Director, Environment & Property	Environmental Services	3.20%	Not available		
2.2	% of household waste recycled		55.98%		Director, Environment & Property	Environmental Services	62.59%	Not Available		
3.0 Council Facilities										
3.1	Visitors to arts/cultural venues		120,247	135,939	Director, Business & Communities	Arts & Culture	0	6,231		
3.2	Users of leisure and recreation facilities	2,230,312	2,230,312	2,071,748	Director, Leisure & Outdoor Recreation	Leisure	163,948	420,631		
3.3	Visitors to council offices		Not Available	40,294	Director, Organisational Development	Human Resources	0	3,325		
3.4	No. of RIDDOR incidents		11	14	Director, Public Health & Infrastructure	Health & Safety	2	2		
4.0 Better Responses										
4.1	FoI requests responded to within target	90%	86%	88%	Head, Democratic Services	Democratic Services	93%	92%		
4.2	Complaints dealt with within target	90%	Not Available	89.47%	Head, Democratic Services	Chief Executive's Office	83.33%	91.66%		
4.3	Correspondence responded to within target	90%	Not Available	85.75%	Head, Democratic Services	Chief Executive's Office	82.35%	82.05%		
4.4	No. of online transactions	<17,022	16,655	17,022	Director, Finance	ICT	893	11,795		
5.0 Resident Satisfaction										
5.1	% of residents content with our services	80%	Not Available	Not Available	Head, Marketing & Communications	Marketing & Communications	Not Available	Not Available		
5.2	% of residents agree that council keeps them informed	80%	Not Available	Not Available	Head, Marketing & Communications	Marketing & Communications	Not Available	Not Available		
5.3	% of residents agree that council listens and acts on concerns	80%	Not Available	Not Available	Head, Marketing & Communications	Marketing & Communications	Not Available	Not Available		
5.4	No. of organisations receiving Grant Aid		800	860	Director, Business & Communities	Community Development	368	374		
6.0 Staffing										
6.1	Number of Staff (FTEs) on payroll		713.3	706.82	Director, Organisational Development	Human Resources	734.97	732.39		
6.2	Number of Casual Staff employed in past 12 months		70	31	Director, Organisational Development	Human Resources	0	0		
6.3	% Attendance	95%	95%	95.69%	Director, Organisational Development	Human Resources	97.25%	96.68%		
6.4	% Overtime	2.5%	1.66.%	1.32%	Director, Finance	Finance	0.74%	0.76%		
7.0 Engaged Workforce:										
7.1	% of workforce satisfied with current job	80%	60.95.%	65.34%	Head, Marketing & Communications	Marketing & Communications	***65.34%	***65.34%		
7.2	% of workforce who take pride in working for Mid Ulster District Council	80%	79.48.%	84.07%	Head, Marketing & Communications	Marketing & Communications	***84.07%	***84.07%		
7.3	% of workforce who understand council's priorities and how they contribute to them	80%	69.91.%	78.13%	Head, Marketing & Communications	Marketing & Communications	***78.13%	***78.13%		
8.0 Finances										
8.1	Loans Outstanding		6,746,933	6,114,748	Director, Finance	Finance	6,114,748	5,790,201		
8.2	Cash Reserves	£10m	13,029,169	11,791,888	Director, Finance	Finance	15,475,674	16,223,512		
8.3	Invoices paid within 30 Days	90%	94%	94%	Director, Finance	Finance	94%	95%		
<div> <div>*some data awaiting validation reports from Executive Departments</div> <div>** Currently under review by Department - subject to change in statute arising from Capaxo recommendations</div> </div>										



Corporate Health Indicators

Statistics available ending September 2020

Mid Ulster District Council

Economy



51

No of jobs promoted



15.6

Weeks

Average processing time local planning applications



86.4

Weeks

Average processing time major planning applications



95%

% building regulations applications determined to target

Waste Management



3.2%

Reduction of waste going to landfill



62.59%

of waste recycled

Council Facilities



Visitors to Arts & Cultural Venues

6,231



Users of leisure & recreational facilities

420,631



2

No. of RIDDOR incidents



3,325

Visitors to Council Offices

Better Responses



92%

FOI requests responded to within target



91.66%

Complaints dealt with within target



No of online transactions

11,795



Correspondence responded to within target

82.05%

Staffing



732.39

Number of staff (FTEs) on payroll



0

Number of casual staff employed in past 12 months



96.68%

Attendance



0.76%

Overtime

Engaged Workforce



65.34%

of workforce satisfied with current job



84.07%

of workforce who take pride in working for the Council



78.13%

of workforce who understand council's priorities and how they contribute to them

Finances



£5,790,201

Loans outstanding



£16,223,512

Cash reserves



95%

Invoices paid within 30 days



374

Number of organisations receiving grant aid

