

Report on	Service Plan 2021-22: Democratic Services
Date of Meeting	Thursday 9 September 2021
Reporting Officer	P Moffett, Head of Democratic Services
Contact Officer	P 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 consider the draft Service Improvement Plan for Democratic Services within the Chief Executive Dept. for the 2021-2022 year.
2.0	Background
2.1	In line with corporate performance improvement requirements and to ensure that every service contributes to performance improvement, each service produces an annual individual improvement plan.
3.0	Main Report
3.1	The Service Improvement Plan for 2021-2022 set out key priorities for the service in the year ahead and build on the work undertaken during the 2020-2021 year. The Following provides a high level summary of the areas of focus for the 2021-22 period: <u>Democratic Services</u>
3.2	<ul style="list-style-type: none"> Develop (i) Corporate Performance Improvement Plan (PIP) - 2021 to 2022 and 2022 to 2023 for approval by Council and (ii) an annual assessment of Council's previous years' PIP for Council approval, and publish Implement Council's Statutory Equality and Disability Duties to include development of an updated Equality Scheme for 2021-26 (including associated Action Plans) To implement Rural Needs Act to include implementing the Actions identified for Local Authorities in the, 'Review of the Implementation of the Rural Needs Act (NI) 2016' To increase the number of Freedom of Information requests responded to within 20 days by 31st March 2022

4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: N/A
	Human: N/A
	Risk Management: N/A
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	Recommendation(s)
5.1	That the Committee considers and reviews as necessary the 2021-2022 Service Improvement Plan for Democratic Services (Chief Executive's Dept.)
6.0	Documents Attached & References
6.1	Appendices A: Democratic Services Improvement Plan 2021-2022