



07 April 2022

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, 07 April 2022 at 19:00 to transact the business noted below.

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

Yours faithfully

Adrian McCreesh
Chief Executive

AGENDA

OPEN BUSINESS

1. Notice of Recording
This meeting will be webcast for live and subsequent broadcast on the Council's You Tube site [Live Broadcast Link](#)
2. Apologies
3. 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.
4. Chair's Business

Matters for Decision

- | | | |
|----|--|---------|
| 5. | Report of Corporate Good Relations Working Group Meeting: March 2022 | 3 - 6 |
| 6. | Committee and Council Meetings: 2022-2023 | 7 - 12 |
| 7. | Requests to Light Up Buildings | 13 - 14 |
| 8. | Member Services | |

Matters for Information

- | | | |
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| 9 | Minutes of Policy and Resources Committee held on Thursday 3 March 2022 | 15 - 22 |
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10	Digital Transformation Strategy: Update	23 - 26
11	Ability to hold Remote/Hybrid Meetings - Update	27 - 28

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. Staffing Matters for Decision
13. Members Allowances Update
14. Postal VAT Claim – Update and Agreement re Discontinuance
15. Treasury Management
16. Procurement Policy Review
17. Banking Services – Resolution and Update
18. Property Update, Cookstown

Matters for Information

19. Confidential Minutes of Policy and Resources Committee held on Thursday 3 March 2022
20. Staffing Matters for Information
21. Staffing Matters for Information – Planning Team
22. Financial report for 11 months ended 28 February 2022
23. Contracts and DAC Registers

Report on	Report of Corporate Good Relations Working Group Meeting: March 2022
Date of Meeting	7 April 2022
Reporting Officer	Philip Moffett, Assistant Director OD, Strategy & Performance
Contact Officer	Ann McAleer, Corporate Policy & Equality Officer

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

1.0	Purpose of Report
1.1	The report provides details of the outworking's of the Corporate Good Relations Working Group that was held on Wednesday 9 th March 2022.
2.0	Background
2.1	Mid Ulster District Council's Equality Scheme 2021-26 requires that meetings of the Corporate Good Relations Working Group are held with the purpose of promoting good relations in the following areas (but not exclusive to); flags, emblems, language, bonfires, street naming and internal and external aspects of Good Relations.
3.0	Main Report
3.1	This meeting was the second and final meeting scheduled for the 2021/22 period. Previous meetings in the 2021-22 period took place in September and November.
3.2	Members in attendance were: <ul style="list-style-type: none"> provided with an update on the preparation, planning and delivery of the proposed consultative workshops on constitutional change emanating from Council motion in May 2021 provided with an overview of Council's Good Relations Duties as set up by Equality Commission Guidance note issued for Councils Provided with an update on the review of Hate Crime Legislation and recommendation(s) specific to local government
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial:

	Human: Officer time
	Risk Management:
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: Meeting held in accordance with Equality Scheme requirements.
	Rural Needs Implications: RNIA has been completed for the policy considered. The motion will have a RNIA completed prior to implementation.
5.0	Recommendation(s)
5.1	It is recommended that Members review, comment as appropriate and approve the report of the Corporate Good Relations Working Group meeting held on Wednesday 9 th March 2022.
6.0	Documents Attached & References
	Appendix A: Report of Corporate Good Relations Working Group meeting (March 2022)

Report of Corporate Good Relations Working of Mid Ulster District Council- 9 March 2022

Report of Corporate Good Relations Working Group of Mid Ulster Council held on 9 March 2022 at 5.30 pm in the Council Chamber, in Dungannon (and accessed remotely via Zoon)

Attendees **Members:** Councillors J McNamee, S McPeake, C Corry, N Doris, M Kearney, I Milne
Officers: P Moffett, A. McAleer
Facilitator: J Kremer (Good Relations Facilitator)

Agenda Item 1: Welcome: Cllr McNamee (WG Chair) provided a welcome to the meeting.

Agenda Item 2: Apologies: None received.

Agenda Item 3: Policy Referrals a. Motion carried by Council May 2021 (Constitutional Change)-Update on Workshop Delivery.

The Corporate Policy and Equality Officer (CPEO) provided an update on the organisation of the workshops required by the Motion. She detailed that a specification had been developed and sent out for quotations and it was expected that 5 online events and a close event would be held in June.

In response to member questions she detailed that the specification included a Member Reference Group which would be used to facilitate recommendations and feedback from Members. She also confirmed that a registration mechanism would be put in place to gauge the level of participation from Mid Ulster District Council area residents.

Agreed: It was agreed that once a Delivery Agent was appointed members would be contacted in relation to the establishment of the Member Reference Group specific to this piece of work. Thereafter a meeting(s) will be convened in line with the Quotation specification and discussed at the meeting.

Agenda Item 4: Equality Commission advice on Good Relations in Local Councils

John Kremer provided members with an overview of the Equality Commission advice on Good Relations in Local Councils. He advised that in some Councils place an emphasis on Political Opinion and Religious Beliefs with Ethnic Origin being side-

lined with regard to Good Relations Duties. He suggested that in some instances this leads to the 'regard' requirements for Ethnic Origin requiring elevation. He continued to emphasise that Council's GR duties should inform decision making in a proactive way and from an early stage.

In response to questions from members, John Kremer advised that Council could improve by having access to a wider set of views and opinions for the Good Relations Working Group. He commented that in his opinion Council was currently broadly meeting its Good Relations duties and commitments.

Agenda Item 5: Update on Duty to Remove Hate Expression

CPEO provided an update on the progression of the review of the legislation by DoJ. She advised that because of staff absences the process had been delayed but that it was anticipated that further engagement would be carried out with Council in May or June 2022.

Agreed: It was agreed that an information paper provided to P&R committee in relation to the review of the legislation and the potential impact on Council would be circulated to members of the Working Group.

Agenda Item 6: Date of the Next Meeting

Meetings of the Good Relations WG can be convened 'on demand' should there be a policy or practice within Council that requires discussion/agreement of the group.

Agreed: It was agreed for the next scheduled meeting to be held in September 2022.

The meeting end at 6.10pm.

Report on	Committee and Council Meetings: 2022-2023
Date of Meeting	Thurs 7 th April 2022
Reporting Officer	P Moffett, Assistant Director
Contact Officer	E Forde, Member Support Officer

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

1.0	Purpose of Report
1.1	To consider the 2022-2023 Committee and Council Meeting Schedule for approval. This schedule will commence from June 2022.
1.2	To consider rescheduling the Policy & Resources Committee meeting scheduled to take place on Thursday 5 th May 2022 in light of the Northern Ireland Assembly Election
2.0	Background
2.1	The business of council is undertaken through its committee and council meetings, a schedule for which is considered annually for approval by this Committee.
2.2.	A meeting Schedule for the period June 2022 to April 2023 has been developed and attached as appendix A to this report. It is anticipated that Local Elections (Council) will take place in early May 2023.
3.0	Main Report
3.1	The council conducts its business through a Traditional Committee System of governance, whereby recommendations are brought from its 5 Committee to the next available meeting of Council for approval. Over the past year the Council has been operating its meetings in a hybrid form, whereby members/officers have been present in the room and outside under relevant pieces of legislation.
3.2	Appendix A to this report is the proposed schedule of meetings for the period June 2022 - April 2023. The Council's Annual meeting was previously agreed and is scheduled to take place on Monday 6 th June 2022.
3.3	In summary: <ul style="list-style-type: none"> The 2022 Annual Meeting will take place on Monday 6th June (as previously agreed in 2021-2022 schedule) as per requirement under Standing Orders

	<ul style="list-style-type: none"> • Committee meetings as a rule of thumb have been scheduled to take place across the first two weeks of each month, unless to accommodate public or bank holidays in which case they take place across a single week • Council meetings will take place on the 4th Thursday of each month, where scheduled, unless to facilitate upcoming public or bank holidays • There is no Council meeting scheduled for August, this being the Council's recess month in line with the approach taken in 2018, 2019 and 2021. There was an August meeting in 2020 as deemed necessary to address COVID related matters. The Committee may be minded to schedule an August meeting for 2022 should this be required • Special Council meeting to consider the 2023-24 District Rate is scheduled to take place on Monday 6th February 2023 to meet the Departmental deadline for striking the rate for Mid Ulster. • Meetings will commence at 7pm, unless determined otherwise by Committee • Committee Meetings will continue to be held in a hybrid format alternating between Dungannon and Magherafelt Chambers for as long as the legislative provision is in place and the Council is minded to • Council Meetings will continue to be held in a hybrid format being in Dungannon Chamber for as long as the legislative provision is in place and the Council is minded to • The final Council meeting of the term is scheduled to take place on Thursday 20th April as it would be anticipated that the date for the Local Elections (Council) will be early May 2023 <p>3.4 The Committee is requested to give consideration and approval to the attached Schedule to facilitate forward planning by Members and Council Officers.</p> <p>May 2022 Policy and Resources Committee meeting</p> <p>3.5 It has been noted and was referenced at March Committee that the upcoming NI Assembly is on the same day as the May Policy and Resources Committee (5th May). Whilst this election does not directly impact upon Council business Members may however wish to give consideration to bringing this meeting forward to Wednesday 4th May.</p>
4.0	Other Considerations
4.1	<p>Financial, Human Resources & Risk Implications</p> <p>Financial: none</p> <p>Human: none</p> <p>Risk Management: none</p>

4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: none
	Rural Needs Implications: none
5.0	Recommendation(s)
5.1	That the Committee considers and gives approval to the Council & Committee Meeting Schedule for the period June 2022 to April 2023
5.2	That Committee gives consideration to, bringing the May Policy and Resources Committee forward to Wednesday 4 th May at 7.00pm in Dungannon, in light of the NI Assembly Election, due to take place on Thursday 5 th May 2022
6.0	Documents Attached & References
	Appendix A: Council & Committee Meeting Schedule 2022-2023

**Mid Ulster District Council
Council & Committee Meeting Schedule
June 2022 - April 2023**

MONTH	COMMITTEE	DATE	LOCATION¹
June 2022	AGM	6 th June	Dungannon
	Planning	7 th June	Magherafelt
	Policy & Resources	9 th June	
	Environment	14 th June	
	Development	16 th June	
	Council	23 rd June	Dungannon
	Audit	28 th June	Magherafelt
July 2022	Environment	4 th July	Dungannon
	Planning	5 th July	Magherafelt
	Development	6 th July	Dungannon
	Policy & Resources	7 th July	
	Council	28 th July	
August 2022	Planning	2 nd August	Magherafelt
September 2022	Planning	6 th September	Magherafelt
	Policy and Resources	8 th September	
	Environment	13 th September	
	Development	15 th September	
	Audit	20 th September	Dungannon
	Council	22 nd September	
October 2022	Planning	4 October	Magherafelt
	Policy and Resources	6 th October	Dungannon
	Environment	11 th October	
	Development	13 th October	
	Council	27 th October	
November 2022	Planning	1 st November	Magherafelt
	Policy and Resources	3 rd November	
	Environment	8 th November	
	Development	10 th November	
	Council	24 th November	Dungannon
	Audit	29 th November	Magherafelt
December 2022	Policy and Resources	1 st December	Dungannon
	Environment	5 th December	

¹ Meetings will be by virtual means (hybrid format) until such times as legislation permits and Members opt to

MONTH	COMMITTEE	DATE	LOCATION ¹
	Planning	6 th December	Magherafelt
	Development	7 th December	Dungannon
	Council	15 th December	
January 2023	Planning	9 th January	Magherafelt
	Environment	10 th January	
	Policy and Resources	11 th January	
	Development	12 January	
	Council	26 th January	Dungannon
February 2023	Special Council: Rates	6 th February	Dungannon
	Planning	7 th February	Magherafelt
	Policy and Resources	9 th February	Dungannon
	Environment	14 th February	
	Development	16 th February	
	Council	23 rd February	
March 2023	Planning	7 th March	Magherafelt
	Policy and Resources	9 th March	
	Environment	14 th March	
	Development	16 th March	
	Audit	21 st March	
	Council	23 rd March	Dungannon
April 2023	Environment	3 rd April	Dungannon
	Planning	4 th April	Magherafelt
	Development	5 th April	Dungannon
	Policy and Resources	6 th April	
	Council	20 th April	

NOTES

- Council will meet on 4th Thurs of month except for December which will be the 2nd week
- Planning committee will meet ordinarily convene on 1st Tuesday of the month
- Policy & Resources Committee will ordinarily convene on 1st Thursday of the month
- Environment Committee will ordinarily convene on 2nd Tuesday of each month
- Development Committee will ordinarily convene on 2nd Thursday of the month
- Audit Committee will meet on Tuesdays
- Meeting sequence to follow afore-mentioned sequence except to avoid holiday periods in the case of July, December, January and April
- Given that Local Government Elections are scheduled for May 2023, the Council meeting in April is brought forward by one week and scheduled for Thursday 20th April

Report on	Request(s) to Illuminate Council Property – 2022
Date of Meeting	7 April 2022
Reporting Officer	P Moffett, Assistant Director Organisational Development Strategy & Performance
Contact Officer	As above

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

1.0	Purpose of Report
1.1	<p>To consider requests received to illuminate/light up the Council's three designated properties to raise awareness of and mark;</p> <ul style="list-style-type: none"> • Foster Care Fortnight • International Nurses Day • Irish Vasculitis Organisation (IVO) • World Neurofibromatosis Awareness Day • Boom Foundation: Sarcoma Awareness <p>Details on request received are set out below</p>
2.0	Background
2.1	The Council has a policy and procedural arrangements in place to facilitate the illuminating/lighting-up of its designated properties from requests made by charitable organisations for charitable causes. The designated properties are the Bridewell, the Burnavon and Ranfurly.
2.2	The policy confirms that requests are considered by the Council's Policy & Resources Committee. Should the scheduling of the committee not permit requests being considered within the timeframes to make a determination they can be presented to monthly Council.
3.0	Main Report
3.1	<p>Requests for consideration and recommendation by Committee:</p> <p>To illuminate the three designated properties on</p> <ul style="list-style-type: none"> • 9 May 2022 to highlight Foster Care Fortnight • 12 May 2022 to highlight International Nurses Day designated colour to be blue • 15 May 2022 to highlight Irish Vasculitis Organisation (IVO) designated colour to be red • 17 May 2022 World Neurofibromatosis Awareness Day designated colour to be blue

	<ul style="list-style-type: none"> July 2022 to highlight Boom Foundation: Sarcoma Awareness month the designated colour to be yellow. <p>The policy scope extends to requests made by charitable organisations for the promotion of its charitable cause on a given date or set of dates.</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	<p>That the Committee considers making recommendation to light up the designated properties on the dates specified to mark:</p> <ul style="list-style-type: none"> 9 May 2022 to highlight Foster Care Fortnight designated colour to be orange 12 May 2022 to highlight International Nurses Day designated colour to be blue 15 May 2022 to highlight Irish Vasculitis Organisation (IVO) designation colour to be red 17 May 2022 World Neurofibromatosis Awareness Day designated colour to be blue July 2022 to highlight Boom Foundation: Sarcoma Awareness month the designated colours to be yellow.
6.0	Documents Attached & References
	Not Applicable

Minutes of Meeting of Policy and Resources Committee of Mid Ulster District Council held on Thursday 3 March 2022 in the Council Offices, Circular Road, Dungannon and by Virtual Means

Members Present

Councillor McKinney, Chair

Councillors Ashton, Buchanan, Cuddy, Doris*, Elattar*, Forde*, Gildernew*, Kearney*, S McAleer, S McGuigan, McKinney, S McPeake*, Molloy (7.04pm), Totten*

Officers in Attendance

Mr McCreesh, Chief Executive
Mrs Canavan, Strategic Director of Organisation Development, Strategy and Performance
Mr Kelso, Director of Public Health & Infrastructure
Mrs Dyson**, Head of Human Resources
Mr Gordon**, Assistant Director of Leisure, Health & Wellbeing
Ms Linney**, Assistant Director of Development
Mr Moffett, Assistant Director of Organisation Development, Strategy and Performance
Ms McNally**, Assistant Director of Finance, Legal, Governance and Transformation
Mr O'Hagan, Head of ICT
Mr Tohill, Strategic Director of Corporate Service and Finance
Mrs Forde, Member Support Officer

Others in Attendance

NI Veterans Commissioner
Mr Danny Kinahan
Mr Alan Murphy

* Denotes members present in remote attendance

** Denotes Officers present by remote means

*** Denotes others present by remote means

The meeting commenced at 7.00 pm

The Chair, Councillor McKinney welcomed everyone to the meeting and those watching the meeting through the Live Broadcast. Councillor McKinney 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.

PR044/22 Notice of Recording

This meeting will be webcast for live and subsequent broadcast on the Council's YouTube site.

PR045/22 Apologies

Councillor McLean

PR046/22 Declarations of Interest

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

PR047/22 Chairs Business

None

PRO48/22 Deputation – NI Veteran’s Commission

The Chair, Councillor McKinney welcomed Mr Kinahan Commissioner of NI Veteran’s Commission to the meeting.

Mr Kinahan extended thanks to the Council for the opportunity to speak to the committee and said he had been in his part time post from September 2021 and had two supporting officers who were full time. He explained that the main aim of his role was to support veterans and ensure that they were aware and could access whatever help and assistance was available and that the delivery of same was efficient.

Councillor Molloy entered the meeting at 7.04pm

Mr Kinahan explained that his role had the sole purpose of helping veterans was non-political and although the appointment is made by the Secretary of State it does not report to same. He shared statistics of veterans and the wars they had encountered for example the Falklands, Iraq and Afghanistan. Mentioning the current conflict in Ukraine he said it highlighted what people do for peace and protection. He spoke of his brief in Northern Ireland which had approximately 10k veterans many linking back to the first and second world wars. Mr Kinahan referenced ongoing road shows to raise awareness of the work of the Commission and the quest to engage veterans in informative meetings that they are aware of and can access support available. He spoke too of the endeavours of his office in lobbying Stormont, Councils and other key agencies to get the message of support out to both veterans and their families.

Mr Kinahan referred to the Veteran Champions appointed by Councils and requested that Council promote the role in their area. He advised that his office had the desire to work closely with councils and the veterans’ champions in place. He further explained that the Councils Veteran Champions are linked to the Reserve Forces in NI who aim to promote the role as it is not within his statutory remit to do so. He concluded by encouraging Council to promote the Veteran Champion role on the website and indeed advise of it through newsletters and inclusion of positive stories. He also suggested that

websites have Veteran friendly links and spoke of the great support given by the armed forces in supporting the Health Service during Covid pandemic.

Councillor Cuddy thanked Mr Kinahan for the presentation and acknowledged that he had a challenging post and asked if other parts of the United Kingdom had similar posts and did he have links with them?

In response Mr Kinahan said yes that he works closely with the Scottish Commissioner who works to the Scottish government and the Welsh Commissioner who works jointly to the British Government and Welsh Assembly. He explained that he worked closely with them especially in relation to health and mental health issues and that they would meet bi monthly.

Councillor Ashton thanked Mr Kinahan for the presentation and requested that Council raise the profile of Councillor Wesley Brown the current Mid Ulster Veterans Champion on the website.

Councillor S McPeake said he would be frank and honest in that he was from a Republican background and whilst he would have no difficulty in people being helped there was a long history of oppression by the British Army and when it came to delivery of health services no one group should be prioritised. He continued that he had no difficulty with anyone championing their cause but said many were vulnerable and on waiting lists for years without receiving priority. He concluded that the Commissioner was right to lobby for what he believed in but as a Council they could not prioritise.

Mr Kinahan responded that he appreciated the comments with regards to health but highlighted that veterans' need assessed regarding health issues and were part of the struggle with waiting lists. He said everyone was a product of their environment but that veterans should be treated like others but cognisance needed to be given to what they had come through. He said that many of them seen their colleagues receive much quicker treatment across the water, his role was to highlight their quest and it was his hope that all in the Chamber would help them should they be required to do so.

Councillor Doris said that she was much younger than many in the Chamber and her early memories of the armed forces were not good and spoke of how her own family was treated. She spoke of how she had cousins killed and the many in Mid Ulster who were still looking for truth and justice and whilst inquests were heard the truth was not revealed and as such she could not support.

In response Mr Kinahan said that there were also many on the other side of conflict who don't know who made their families suffer.

Councillor Elattar congratulated Mr Kinahan on his appointment and said that it was her hope he could carry out his role as he wished to do so. She concurred with her party colleagues and said she felt sorry for veterans across the board including republicans. She said she felt sorry for the British sent to war and spoke of how the government send young men and women out to other countries to engage in conflict. She said the young people are pursuing a career in the armed forces and at a stroke of a pen they are moved and sent out under false pretences to participate in military campaigns concluding that the British Government was a war machine. She said she thought it was good that

there was a commissioner but urged that the bigger picture be addressed in that should these young people be sent out in the first place and not just taking care of them when they return.

Mr Kinahan said that many return and are capable of pursuing the rest of their lives whilst others need support.

In response to Councillor Buchanan's question Mr Kinahan advised the post come from the Justice Minister, that there was three staff in place, himself in a part time role and 2 full time officers.

The Chair, Councillor McKinney thanked Mr Kinahan for the presentation and wished him well in his post. He said there was a lot of people hurting and may lives' had been lost through various circumstances some to other countries and some at home going about their daily business.

Mr Kinahan thanked the Chair and Committee and acknowledged that Mid Ulster District Council had been the first to receive his presentation.

Matters for Decision

PR049/22 Women's Aid/Apex Moved On Support Housing Scheme

The AD: Development drew attention to the previously circulated report providing an update on Women's Aid/Apex Moved On Support Housing Scheme and requested that Members note update on the Women's Aid/Apex Moved On Support Housing Scheme and sought approval to provide agreement in principle to rescinding the lease from Women's Aid and potential sale of the Lands to Apex Housing, to allow officers to discuss with Apex in more detail, subject to legal advice, LPS valuation and further report(s) being taken back to Council to agree the disposal and main terms of the same; and to agree for officers to instruct LPS to carry out valuation of the Lands.

Councillor Doris proposing the recommendation said she had been in contact with Women's Aid earlier in the week and the facility was much needed as the current resource was oversubscribed. She concluded that it was a known fact that many people stayed in abusive relationships due to housing.

Proposed by Councillor Doris
Seconded by Councillor Molloy

Resolved That it be recommended to the Council that approval is granted to

- (i) note update on the Women's Aid/Apex Moved On Support Housing Scheme;
- (ii) provide agreement in principle to rescinding the lease from Women's Aid and potential sale of the Lands to Apex Housing, to allow officers to discuss with Apex in more detail, subject to legal advice, LPS valuation and further report(s) being taken back to Council to agree the disposal and main terms of the same; and

- (iii) To agree for officers to instruct LPS to carry out valuation of the Lands.

PR050/22 COVID Small Settlements Regeneration Programme

The AD: HLW drew attention to the previously circulated report providing an update on the Covid Small Settlements Regeneration Programme. He requested that Members note the content of the report and sought approval to allocate 10% match funding from Council Capital Reserves to the COVID Small Settlements Regeneration Programme of approximately £309,000 noting that this was subject to approval of funding from Department for Communities. He also sought approval that the officer team be permitted to progress the appointment of an ICT team to work up design details for project deliverables.

Proposed by Councillor Ashton
Seconded by Councillor Molloy

Resolved That it be recommended to Council to note the contents of the report and

- (i) Allocate 10% match funding from Council Capital Reserves to the COVID Small Settlements Regeneration Programme of approximately £309,000 – subject to approval of funding from DfC; and
- (ii) Permit the officer team to progress the appointment of an ICT team to work up design details for project deliverables.

Declaration of Interest

Councillors Cuddy and Molloy (Director) declared an interest in Dungannon Enterprise Centre.

PR051/22 Purchase of lands at Drumcoo from Dungannon Enterprise Centre

The SD:CSF drew attention to the previous circulated report regarding lands at Drumcoo Playing Fields and sought approval to purchase of the Lands adjacent to Drumcoo Playing Fields for £190,000 from DEC, subject to the usual due diligence and up to date LPS valuation.

Proposed by Councillor Gildernew
Seconded by Councillor S McAleer

Resolved That it be recommended to the Council to approve to purchase of the Lands adjacent to Drumcoo Playing Fields for £190,000 from DEC, subject to the usual due diligence and up to date LPS valuation.

PR052/22 Request to Illuminate Council Properties: March 2022

The AD: ODSP presented previously circulated report which considered request received to illuminate/light up the Council's three designated properties to raise awareness of and mark Action for Brain Injury Week. It was noted that with agreement the properties would be illuminated on Monday 16 May 2022 to mark the commencement of Action for Brain Injury Week the designated colours to be green/blue.

Councillor Cuddy highlighted that the requests to illuminate were becoming more popular and that as previously discussed many do not realise the significance of the colours displayed. He requested that Officers investigate how the message could be conveyed should it be advertised in media and perhaps further investment in lights.

Resolved That it be recommended to Council that Officers investigate how the services could be improved that people would know the significance of the building being illuminated and report on same.

Proposed by Councillor Buchanan
Seconded by Councillor S McGuigan

Resolved That it be recommended to Council to light up the three designated Council properties on Monday 16 May 2022 to mark the commencement of Action for Brain Injury Week the designated colours to be green/blue.

PRO53/22 Member Services

Councillor Molloy drew attention to the Policy and Resources Committee scheduled for Thursday 5th May 2022 and requested that it be rescheduled as the NI Assembly Elections would take place on the same day.

In response the AD:ODSP advised that a report on the meeting schedule for the incoming year would be presented to April committee and this request could be incorporated within.

Resolved That it be recommended to Council to reconsider date of the May Policy & Resources Committee as it falls on the day of an Election.

Matters for Information

PR054/22 Minutes of Policy and Resources Committee held on Thursday 3 February 2022

Members noted Minutes of Policy and Resources Committee held on 3 February 2022.

PR055/22 Annual Subscriptions: NAC and LGSC

Members noted the content of the report.

Live broadcast ended at 7.35 pm

Local Government (NI) Act 2014 – Confidential Business

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 Member consider items PR056/22 to PR065/22.

Matters for Decision

- PR056/22 Staffing Matters for Decision
- PR057/22 ICT Software Contract extensions March 2022
- PR058/22 Gortgonis – Community Health & Well Being Hub
- PR059/22 Gortgonis – NIE Wayleaves/Easements
- PR060/22 Iniscarn Forest Project
- PR061/22 Insurances – 2022/23

Matters for Information

- PR062/22 Confidential Minutes of Policy and Resources Committee held on Thursday 3 March 2022
- PR063/22 Staffing matters for Information
- PR064/22 Contracts and DAC
- PR065/22 Financial Report for 10 months to 31 January 2022

PR066/22 Duration of Meeting

The meeting commenced at 7 pm and concluded at 8.10 pm

Chair _____

Date _____

Annex A – Introductory Remarks from the Chairperson

Good evening and welcome to the Council's [Policy & Resources/Environment/Development] Committee in the Chamber, [Dungannon/Magherafelt] and virtually.

I specifically welcome the public watching us through the Live Broadcast. The Live Broadcast will run for the period of our Open Business but will end just before we move into Confidential Business. I let you know before this happens.

Just some housekeeping before we commence. Can I remind you:-

- If you have joined the meeting remotely please keep your audio on mute unless invited to speak and then turn it off when finished speaking
- Keep your video on at all times, unless you have bandwidth or internet connection issues, where you are advised to try turning your video off
- If you wish to speak please raise your hand in the meeting or on screen and keep raised until observed by an Officer or myself
- Should we need to take a vote this evening I will ask each member to confirm whether they are for or against the proposal or abstaining
- When invited to speak please introduce yourself by name to the meeting
- For any member attending remotely, if you declare an interest in an item, please turn off your video and keep your audio on mute for the duration of the item
- If referring to a specific report please reference the report, page or slide being referred to
- Lastly, I remind the public and press that taking photographs of proceedings or using any means to enable anyone not present to see or hear proceedings, or making a simultaneous oral report of the proceedings are not permitted

Thank you and we will now move to the first item on the agenda - apologies and then roll call of all other Members in attendance.

Report on	Digital Transformation Strategy: Update
Date of Meeting	7 April 2022
Reporting Officer	Ursula Mezza
Contact Officer	Ursula Mezza

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

1.0	Purpose of Report
1.1	The report provides an update on the progress towards the development of a Digital Transformation Strategy.
2.0	Background
2.1	The Council agreed in June 2021 to develop a digital transformation strategy.
2.2	The strategy is intended to set the organisation's digital direction, enabling it to leverage the opportunities provided by technologies to innovate and improve, and to adopt a 'whole organisation' approach which realises cultural, organisational and operational change, adding value for the organisation, stakeholders and customers.
2.3	Tailwind Digital was appointed in October 2021 to develop and deliver the Digital Transformation Strategy.
3.0	Main Report
3.1	Progress towards the development of the Digital Transformation Strategy has been substantial since November 2021 and the first 'discovery' stages of the process, including a review of the Council's current systems and processes and its technical environment, have been completed.
3.2	Also central to this discovery stage was extensive engagement with a range of staff, drawn from across departments and services and from all levels of the organisation, helping to build a picture of where the Council is currently 'digitally' in terms of service design and provision, as well as capacity and capability.
3.3	This work has laid the foundation for the development of a draft digital vision, set of 6 draft themes and 3 workstreams to allow further progression of the strategy's final recommendations.

3.4	While the vision, themes and workstream details are included in the appendix to the report, for clarity of purpose, the vision is as follows: 'We will re-think what we do and how we do it by using modern technology and new ways of working which keeps our people and their needs at the heart of our commitment to improve services. In doing so, we will invest in delivering better experiences, better connections and better outcomes'.
3.5	A series of workshops with staff is currently taking place around the 3 identified workstreams (Digital Culture, People and Capability; Digital Services; Digital Infrastructure), the outworkings of which will help to develop the final strategy.
3.6	Workshops are also being scheduled for elected members to learn more about the outcomes of the work to date and, critically, to provide their input into the strategy development.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: The project is being delivered within its allocated budget.
	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 notes the progress made to date on the development of the Digital Transformation Strategy and the intention to engage with Members.
6.0	Documents Attached & References
	Appendix: Draft digital vision, themes and workstreams.

Draft Digital Transformation Strategy

Vision

We will re-think what we do and how we do it by using modern technology and new ways of working which keeps our people and their needs at the heart of our commitment to improve services. In doing so, we will invest in delivering better experiences, better connections and better outcomes.

Themes

- Digital mindset and culture
- Person centred
- Collaboration and engagement
- Sharing information and data, evidencing improvements
- Rethink and simplify processes
- Technology and tools that enable better services

Digital mindset and culture

We will support our leaders and staff to be confident with and welcoming of technology innovation, so they can better understand and serve residents and have a more enjoyable working life. We'll learn how to embrace new mindsets and new ways of working, to create a modern digital age organisation where innovation and continuous improvement can flourish.

Person centred

Our services should be designed around the needs of our customers. We'll collect appropriate data about what they need and check that our services meet that need. We consider our staff as valued users of our services and central to our service design and delivery. We'll use technology to reduce unnecessary processes and allow staff to focus on the people of Mid Ulster.

Collaboration and engagement

We will give our residents, staff, businesses and visitors the opportunity to be involved in the redesign of our digital services. This will make them better for everyone effected. We will work in the open across organisational boundaries, sharing our learning as we go. We will gather ideas and feedback from our staff and customers about how to improve our services.

Sharing information and data, evidencing improvements

We'll learn to be better at sharing and using the data we have. We'll capture evidence about our service delivery before we improve them so that we can measure improvements, and ensure we are spending our time and resources wisely. Where it's safe to do so we'll share information about our services openly so that others can learn from it, and we'll use data sources outside our organisation to improve our services.

Rethink and simplify processes

Some of our processes are manual and clunky. We'll use modern technology to rethink and simplify our processes and make all of them available online. Our goal is

to make our digital services so good that people choose to use them. We'll support those who do not currently use digital channels, so no one is excluded.

Technology and tools that enable better services

We recognise that technology doesn't make things better on its own. We'll focus our technology investments on delivering great services online, communicating digitally, and giving our staff the skills, data and tools to make better decisions more quickly. We'll aim to ensure our systems can talk to each other securely to reduce the need for manual processing.

Workstreams

1. **Digital Culture, People and Capability** – We will foster a digital culture across our Council by creating digital leaders at all levels of our organisation who demonstrate digital thinking. We will support them to be confident with new technology and to develop the specific skills needed to support our digital transformation journey.
2. **Digital Services** – We aim to create seamless, data-driven digital services for our customers. We will identify, prioritise, build or improve services so that where possible they are offered digitally/online by default, while also ensuring that those who cannot access digital channels are not disadvantaged.
3. **Digital Infrastructure** – We will invest in modern digital tools and build upon our ICT infrastructure to improve the communication, digital service creation, data analysis and automation capability available to all departments.

Each workstream workshops should define the outcomes and actions, including likely champions, volumes, costs and any existing data.

- **Outcomes**
How will we measure success, what will we achieve, what difference will staff and residents notice. These could include desired trends, metrics, and measures.
- **Actions**
What specific actions, projects, investments, will be taken on. This is our commitment to making change.

Report on	Ability to hold Remote/Hybrid Meetings - Update
Date of Meeting	7 th April 2022
Reporting Officer	Claire McNally, Assistant Director (Corporate Services and Finance)
Contact Officer	Claire McNally, Assistant Director (Corporate Services and Finance) and/or Philip Moffett, Assistant Director (Org Development, Strategy and Performance)

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

1.0	Purpose of Report
1.1	To update members on legislation that was passed which enables the Council to continue to hold remote/hybrid meetings until 24 September 2022.
2.0	Background
2.1	In response to the COVID-19 pandemic, legislative provision was made to allow district councils in Northern Ireland to hold meetings remotely or in a hybrid format during the pandemic. The Council has availed of this opportunity and has been holding hybrid council and committee meetings since May 2020 under Section 78 of the Coronavirus Act 2020.
2.2	This legislation came into operation on 1 st May 2020 and applied up until 7 th May 2021. The NI Assembly subsequently passed the <i>Local Government (Meetings and Performance) Act 2021</i> which extended the regulations until 24 th March 2022.
2.3	The Department for Communities undertook a <i>Call for Evidence</i> by way of consultation with the local government sector on whether the ability to extend provision for remote/hybrid council and committee meetings be extended and be made on a permanent basis. In January 2022 a report was taken through Council in relation to a response to this consultation.
3.0	Main Report
3.1	The conducting of council and committee hybrid meetings has permitted the council to progressively move from a position where it initially transacted essential business only to now transacting all business required to be considered. All meetings to date have been in a hybrid form where some members/officers are within the Chamber whilst others have joined remotely over our chosen virtual platform.
3.2	

3.3	Hybrid virtual meetings have become the ‘new norm’ in conducting our council and committee business but remote meetings and remote attendance by members will only be permissible with an appropriate legislative basis.
3.4	<p>In light of the consultation exercise and in the absence of an amendment to the primary legislation (i.e., the Local Government (NI) Act 2014), further interim legislation was passed which extends the period of time for which councils can hold remote/hybrid meetings until 24 September 2022. This legislation is the Coronavirus Act 2020 (Extension of Provisions Relating to Local Authority Meetings) Order (NI) 2022 and was approved by the Assembly on 21 March.</p> <p>It remains to be seen whether legislation will be passed to allow the current remote/hybrid arrangements for committee and council meetings to continue on a more permanent basis.</p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: not applicable
	Human: not applicable
	Risk Management: If further legislation is not introduced the legislative basis to hold remote/hybrid meetings will expire on 24 September 2022.
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: not applicable
	Rural Needs Implications: not applicable
5.0	Recommendation(s)
5.1	That Members note the contents of this report .
6.0	Documents Attached & References
6.1	None