



08 February 2024

Dear Councillor

You are invited to attend a meeting of the Policy & Resources Committee to be held in The Chamber, Dungannon and by virtual means at Council Offices, Circular Road, Dungannon, BT71 6DT on Thursday, 08 February 2024 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

- | | | |
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| 5. | Good Employment Charter for Mid Ulster District Council | 3 - 8 |
| 6. | Requests to Illuminate Council Properties | 9 - 12 |
| 7. | Improvement Objectives: - 2024-2025 (proposed) and Timeline for Public Consultation | 13 - 20 |
| 8. | Draft Consultation Response on Research on Investigating Future Provision for Victims of Violence and Domestic Abuse within the Northern Ireland Housing Selection Scheme | 21 - 24 |
| 9. | Member Services | |

Matters for Information

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| 10. | Minutes of Policy and Resources Committee held on 11 January 2024 | 25 - 40 |
| 11. | Revised Photographic Policy | 41 - 54 |
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| 13. | Update from CRWG Meeting and Mid Ulster Sports Awards | 119 - 142 |

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

14. Land and Property Matters
15. Maghera Regeneration Project: Public Realm ICT Fees
16. Department of Finance - Finance Rating Revenue Raising Consultation
17. SOC & SIEM Services Tender Report February 2024
18. Website Governance Update and Contract Extension
19. Staffing Matters for Decision

Matters for Information

20. Confidential Minutes of Policy and Resources Committee held on 11 January 2024
21. Staff Matters for Information
22. Managing Attendance Update Report Q3
23. Update Report on Industrial Action January 2024 – Leisure Services
24. Home Office Cyber Security Update
25. Financial Report for 9 Months ended 31 December 2023
26. Contracts and DAC Registers
27. 2024/25 Rate Estimates Update

Report on	Good Employment Charter for Mid Ulster District Council
Date of Meeting	Thursday, 8 February 2024
Reporting Officer	P Moffett, Assistant Director: Org Development, Strategy and Performance
Contact Officer	M Canavan, Strategic Director: Org Development, Strategy & Performance C O'Neill, Community and Strategic Planning 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	For Members to consider and approve the draft Mid Ulster District Council Good Employment Charter. The draft charter has been developed as part of council's arrangements for a Community Wealth Building Framework and Plan.
2.0	Background
2.1	Following the Motion agreed by Council in June 2022 and subsequent Development Committee approval in November 2022, Council made a commitment to develop and implement a Community Wealth Building Framework and Plan.
2.2	One of the five pillars of Community Wealth Building is <i>Fair Employment and Just Labour Markets</i> . As a largescale employer with significant purchasing power, land and property assets within the Mid Ulster District, Council can be described as a Community Wealth Building Anchor Institution and as such, leads by example, displaying good employment practices that enable our employees to live and work well.
2.3	In September 2023, the Assistant Director of Organisational Development, Strategy and Performance and HR/OD Officers met with DTNI (Development Trusts NI) and Council's Social Inclusion Manager to discuss the development of a Good/Fair Employment Charter for Mid Ulster District Council.
3.0	Main Report
3.1	OD Officers researched and reviewed examples of good practice found in Good/Fair Employment Charters in other parts of the UK and liaised with the Living Wage Foundation and Belfast City Council officials to progress the development of a draft Good Employment Charter (Appendix 1). The draft Charter sets out the guiding employment principles that Council will work to adhere to and a series of standards. This may in turn be a charter of principles and standards that other organisations within the district may wish to consider and adopt.

3.2	The draft Good Employment Charter has been titled as such to avoid confusion with the Fair Employment legislative duties placed on Council under the Fair Employment and Treatment (Northern Ireland) Order 1998, which relate to discrimination on the grounds of religious belief and/or political opinion, which are very much specific to Northern Ireland.
3.3	The five principles of the draft Good Employment Charter are: <ol style="list-style-type: none"> 1. Fair pay 2. Employee engagement and voice 3. Learning and development 4. Health and wellbeing 5. Inclusive workplaces.
3.4	Around these principles, council services will continue to implement activities or strands of work that support the embedding of these principles across our organisation, on an ongoing basis.
3.5	The draft Mid Ulster District Council Good Employment Charter was presented to a meeting of the Community Wealth Building Working Group on 31 January 2024 for information and comment.
3.6	Following approval by the Policy & Resources Committee, we propose to work with our Communications Section and the Mid Ulster Labour Market Partnership to publicise and promote our Good Employment Charter. Other organisations and employers within our district may give consideration to adopting the five principles to embed them within their organisational practices.
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: None identified at this time.
	Rural Needs Implications: None identified at this time.
5.0	Recommendation(s)
5.1	That Members give consideration to the approval of the draft Good Employment Charter for Mid Ulster District Council.

6.0	Documents Attached & References
	<ul style="list-style-type: none">• Appendix 1: Draft Mid Ulster District Council Good Employment Charter

Mid Ulster District Council Good Employment Charter

Mid Ulster District Council wants to help build and sustain a fair and prosperous local economy in our district. Good local employment is central to that ambition and we are committed to providing a fair and inclusive workplace that values the contributions of all employees.

This Charter sets out our commitment to employment practices that enable our employees to live and work well, recognising the importance of fairness, engagement, development, wellbeing and diversity. We encourage other organisations and employers to begin their own journeys towards adoption of these principles, helping to raise the standards of good employment across our district.

1. Fair Pay

- Mid Ulster District Council commits to paying all employees a fair and competitive wage based on the principle of equal pay for equal work, regardless of gender, race, religion, sexual orientation or disability.
- We commit to the payment of the real Living Wage and to apply year on year announcements on the hourly rate, as determined by the Living Wage Foundation
- We periodically revise our organisational structure to ensure it meets our business needs and our pay scales are in line with the wider public and private sectors.

2. Employee Engagement And Voice

- We engage in meaningful consultation with staff and their representatives to foster a constructive and collaborative working environment.
- We uphold the principles of partnership working and promote a sense of shared responsibility among employees and the organisation.
- We support the membership of trade unions.

3. Learning & Development

- We offer quality training tailored to equip employees with the skills and qualifications they need to do the job and progress in their employment.

Appendix 1

- We promote and encourage the development of our staff by offering an ongoing holistic and comprehensive Personal Contribution and Support Process.

4. Health & Wellbeing

- We recognise the importance of a healthy work-life balance and support employees to achieve this through flexible working arrangements and leave policies extending to, amongst others, carers leave, term time, flexi time, parental leave and time off for medical appointments.
- We have implemented arrangements aimed at promoting the physical and emotional wellbeing of our staff including the establishment of a Health & Wellbeing Committee and a team of Mental Health Ambassadors.

5. Inclusive Workplaces

- We are committed to fostering an inclusive work culture that values diversity in all its forms through our proactive employment policies, training and development programme and work placement opportunities.
- We actively promote and celebrate diversity and are dedicated to creating a workplace free from discrimination and harassment.

Report on	Request(s) to Illuminate Council Property
Date of Meeting	8 February 2024
Reporting Officer	Joseph McGuckin, Head of Strategic Services and Engagement
Contact Officer	Eileen Forde, Member Support Officer

Is this report restricted for confidential business?	Yes	<input type="checkbox"/>
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report
1.1	<p>To consider requests received to illuminate and light up the Council's three designated properties to raise awareness for the following:</p> <ul style="list-style-type: none"> • VOYPIC - Voice of Young People in Care: Care Day: 16 February 2024: Colour: yellow • Cystic Fibrosis Trust - Cystic Fibrosis Trust's 60th anniversary: 20 February 2024: Colour: yellow • Marie Curie: Memory Stones of Love – Day of Reflection for those lost in the covid pandemic: 3 March 2024: Colour: Yellow • RNLI: 200th Anniversary: 4 March 2024: Colour Yellow • Nerve Tumours UK – Shine a Light on NF: 17 May 2024: Colour Blue • Prader-Willi Syndrome (PWS) Association UK: Go Orange Day: 31 May 2024: Colour: Orange • NHS Organ Donor Register: Organ Donation Week: 23 September 2024: Colour Pink
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 Burnavon, Bridewell and Ranfurly House.
2.2	The policy confirms that requests are considered by the Council's Policy and Resources Committee. Should the scheduling of the committee not permit requests being considered within the timeframes for determination, they can be presented to monthly Council.

3.0	Main Report
3.1	<p>The Council has received correspondence from organisations requesting that consideration be given to lighting up our three designated council properties. Requests for consideration and recommendation by Committee:</p> <ul style="list-style-type: none"> • VOYPIC - Voice of Young People in Care: Care Day: 16 February 2024: Colour: yellow • Cystic Fibrosis Trust - Cystic Fibrosis Trust's 60th anniversary: 20 February 2024: Colour: yellow • Marie Curie: Memory Stones of Love – Day of Reflection for those lost in the covid pandemic: 3 March 2024: Colour: Yellow • RNLI: 200th Anniversary: 4 March 2024: Colour Yellow • Nerve Tumours UK – Shine a Light on NF: 17 May 2024: Colour Blue • Prader-Willi Syndrome (PWS) Association UK: Go Orange Day: 31 May 2024: Colour: Orange • NHS Organ Donor Register: Organ Donation Week: 23 September 2024: Colour Pink <p>Scope of the Council Arrangements</p> <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	<p>Financial, Human Resources & Risk Implications</p> <p>Financial: Not applicable</p> <p>Human: Not applicable</p> <p>Risk Management: Not applicable</p>
4.2	<p>Screening & Impact Assessments</p> <p>Equality & Good Relations Implications:</p> <p>Council policy and procedural arrangements have been referred to.</p> <p>Rural Needs Implications:</p> <p>Not applicable</p>

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"> • VOYPIC - Voice of Young People in Care: Care Day: 16 February 2024: Colour: yellow • Cystic Fibrosis Trust - Cystic Fibrosis Trust's 60th anniversary: 20 February 2024: Colour: yellow • Marie Curie: Memory Stones of Love – Day of Reflection for those lost in the covid pandemic: 3 March 2024: Colour: Yellow • RNLI: 200th Anniversary: 4 March 2024: Colour Yellow • Nerve Tumours UK – Shine a Light on NF: 17 May 2024: Colour Blue • Prader-Willi Syndrome (PWS) Association UK: Go Orange Day: 31 May 2024: Colour: Orange • NHS Organ Donor Register: Organ Donation Week: 23 September 2024: Colour Pink
6.0	Documents Attached & References
	None

Report on	Improvement Objectives: - 2024-2025 (proposed) and Timeline for Public Consultation
Date of Meeting	Thursday 8 th February 2024
Reporting Officer	J Mc Guckin, Head of Strategic Services & Engagement
Contact Officer	L Jenkins, Corporate Performance & Quality 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 and agree the proposed improvement objectives for 2024/25, as set in compliance with the Local Government Act (NI) 2014 (the Act) and subsequent guidance as issued by the Department for Communities (LG21/2016 onwards), and establish timelines for a public consultation exercise relating to the proposed improvement objectives.
2.0	Background
2.1	<p>The 2014 Local Government Act, section 84, places a general duty on the Council to “...<i>make arrangements to secure continuous improvement</i>...” in the exercise of its functions. Section 85 of the Act requires a council, for each financial year, to set itself improvement objectives for improving the exercise of its functions and to have in place arrangements to achieve those objectives. Section 87 of the Act also outlines that a Council; in deciding how to discharge its duty under sections 84 and 85 of the Act, <u>must consult</u> with persons appearing to the Council, “<i>to be representative of:</i></p> <p><i>a); persons liable to pay rates in respect of hereditaments in the district; b) persons who use or are likely to use services provided by the council; and c) persons appearing to the council to have an interest in the district.</i></p>
2.2.	Each year the Council develops an annual Performance Improvement Plan (PIP), containing improvement objectives, with associated activity/measures and outcomes for citizens and local communities. The plan also includes the statutory performance indicators and standards as outlined in the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015, as well as Council’s suite of Corporate Health Indicators (measures).

3.0	Main Report
3.1	<p><u>General Duty to Improve and Departmental Guidance</u></p> <p>The Department for Communities (DfC) on taking forward the general duty on improvement requires that the council consult on their improvement objectives. This requirement on consultation falls from section 87 of the Local Government Act (NI) 2014. There is no statutory duty to consult on the improvement plan, but rather the improvement objectives.</p>
3.2	<p><u>Review of the current Improvement Objectives for 2024/25</u></p> <p>A self-analysis exercise was undertaken by Council to review the previous year's draft improvement objectives to establish their continued relevancy for the period 2024/25. The exercise was undertaken in order to ensure that the improvement objectives were based on:</p> <ul style="list-style-type: none"> • A thorough, evidence-based understanding of the communities Council serves, • Local needs and Council's capacity to address those needs. • Improvement objectives correspond directly with the council's priorities for improvement in the hierarchy of plans, and • The context of the current economy • Short, medium and long term needs of the Council • Many drivers and enablers both external and internal relating to improvement
3.3	<p><u>Proposed Draft Performance Improvement Objectives 2024/25</u></p> <p>Senior Management were presented with an analysis/background paper by the Strategy and Engagement Team. The paper highlighted the current improvement objectives (which are viewed in the main in the medium term), the status of the current four improvement projects (and their associated activities/measures), current contextual issues relating to drivers and enablers (or push/pull factors) in deciding how to move forward with improvement objectives.</p> <p>Senior management, were content with the review of the proposed improvement objectives, which are outlined below in table one. The proposed improvement objectives will form the basis of Council's the second year of the two-year performance improvement plan (PIP plan 2023/24 to 2024/25); that is for the financial year 2024/25.</p>

Further detail of the improvement objectives is available in Appendix One (Proposed - Corporate Performance Improvement Objectives: 2024-25). Appendix One includes a summary of the rationale for undertaking the improvement objectives, how the objective links to the wider District Community plan and a brief outline of the proposed activity. Each improvement objective will have an assigned Senior Responsible Officer (SRO), along with a project team, to develop and embed a body of work to deliver improvement outcomes for citizens specific to the improvement objectives.

Table One - Proposed Improvement Objectives 2024-25

Proposed Improvement Objectives 2024/25	
1	Mid Ulster District Council will seek to reduce the environmental impacts of our own activities and will contribute to the improvement of the wider environment through local action
2	We will ensure a more connected Mid Ulster where new technologies and ways of working, empower citizens to get the best services that matter to them
3	To create cleaner neighbourhoods, where everyone takes responsibility for their waste and environment
4	We will contribute to the on-going regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people

3.4 Consultation & Improvement Plan 2024/25

It is recommended that arrangements to consult on the Improvement Objectives, as referred to in section 2.1 above, commence following the Policy & Resources Committee meeting and run from February to April 2024.

The following is an outline timeline for the consultation and development of the Council's 2024-25 Improvement Plan:

- Consultation from Monday 26th February to Friday 19th of April 2024.
- Outcomes Report on the Consultation considered by May P&R Committee
- Draft Performance Improvement Plan (2024-2025) to be considered at June P&R Committee

4.0 Other Considerations

4.1	Financial, Human Resources & Risk Implications
	Financial: N/A
	Human: N/A
	Risk Management: n/A.
4.2	<u>Screening & Impact Statements</u>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	Recommendation(s)
5.1	That members consider and approve the four draft improvement objectives for 2024-25, and the initiation of consultation together with associated timeline.
6.0	Documents Attached & References
	Appendix One - Proposed Corporate Improvement Objectives 2024-25 rationale.

Appendix One - Proposed - Corporate Performance Improvement Objectives: 2023-24 and 2024-25

Corporate Improvement Objective	1) Mid Ulster District Council will seek to reduce the environmental impacts of our own activities and will contribute to the improvement of the wider environment through local action.	
Senior Responsible Officer:	Community Plan Theme & Outcome	Project (Action)
Mark Mc Adoo: Assistant Director of Environmental Services.	Theme 2: Infrastructure Outcome: We increasingly value our environment and enhance it for our children	<ul style="list-style-type: none"> Develop a rolling programme of projects and actions to work towards and contribute to a more sustainable Council and District.

Why we are doing it?

On a local level, Northern Ireland has passed its first Climate Bill, after it was voted through at the Stormont Assembly on 9th March 2022. The Bill commits Northern Ireland to a net zero greenhouse gas emissions target by 2050. The bill establishes a legal framework including five year plans for emission cuts. The Bill would also create the role of a Climate Commissioner to oversee progress against targets¹.

On a global scale, climate change has been recognised internationally as the most important environmental challenge that we currently face. It is a large scale, long-term shift in the Earth's weather patterns and average temperatures. The IPCC's 2021 Climate Change Report regarding the physical science basis, states that, "Climate change is already affecting every inhabited region across the globe with human influence contributing to many observed changes in weather and climate extremes"². Scientific consensus recognises human activity³ as a major cause of recent unprecedented warming and climate projections show that past, current and future gas emissions will influence the climate for decades. The intergovernmental panel on climate change (IPCC) predicts increases in extreme weather events over the twenty first century and attributes this to a result of greenhouse emissions and rising surface temperatures.

The latest U.K Climate Change projections (UKC P18)⁴ predict that Northern Ireland will experience warmer, wetter winters and hotter drier summers by the 2050's, with extreme weather events becoming more frequent⁵. We recognise the key role and contribution that the Council has in supporting and promoting local actions and local people, businesses and partners in the move to a low carbon future.

Taking action to protect the environment for future generations is a priority for Mid Ulster and is recognised in the Districts Community Plan and Corporate Plan. We care about the environment and understand our legal duty to protect it. We seek to minimize the environmental impacts of our own Council activities and work with other partners and stakeholders to protect and enhance our local environment. Subject to procurement regulations, we can also choose to buy local produce which not only supports our local economy, it also reduces carbon emissions from freight transport and travel. Climate change is a collective issue and we can all make changes to our lifestyles to reduce the impact on the environment.

1. <https://www.legislation.gov.uk/nia/2022/31/contents/enacted>

2. <https://climate.nasa.gov/scientific-consensus/>

3. <https://www.worldclimatesummit.org/>

4. <https://www.metoffice.gov.uk/research/approach/collaboration/ukcp/download-data>

5. <https://www.theccc.org.uk/wp-content/uploads/2016/07/UK-CCRA-2017-Northern-Ireland-National-Summary.pdf>

6. <https://public.wmo.int/en/media/news/cop27-outcomes-emphasize-early-warnings-observations>

Corporate Improvement Objective	2) We will ensure a more connected Mid Ulster where new technologies and ways of working, empower citizens to get the best services that matter to them.	
Senior Responsible Officer:	Community Plan Theme & Outcome	Project (Action)
Claire Mc Nally: Assistant Director of Finance, Legal, Governance & Transformation.	Theme 1: Economic Growth Outcome: We prosper in a stronger and more competitive economy	<ul style="list-style-type: none"> Development of framework/roadmap to optimise how the Council uses digital design/technology to work efficiently, collaborate, make informed decisions, adapt and innovate our service provision.

Why we are doing it?

‘Tech’ change had accelerated during the pandemic, the rate of digital transformation has increased exponentially in part due to the speed of adapting to unexpected challenges. Organisations, their customers and stakeholders expect digital experiences to be more immersive, inclusive, secure, and simple to use than ever before. Technology change has always been about people, and in 2024, that will be truer than ever in the era of hybrid work. The Council is aware that technology will be about the new ways in which we work, connect, create, and support one another—and how technology enables this. There is now an enhanced need to transform how organisations engage with customers through digital platforms. This increasing use of digital channels is here to stay. Citizens now have higher expectations of online council services and want a digital customer experience similar to that provided by retailers, banks and utility providers.

We want to harness the potential of digital design, data and technology to work efficiently, transform the relationship between residents and the Council, and make Mid Ulster a leading destination for sustainable growth, opportunity and quality of life. To embrace such opportunities we are developing a roadmap to define how our future use of technology and human resources will be optimised to enable the efficient delivery of our business and community priorities to the businesses and citizens of Mid Ulster.

Technology is only an enabler, transformation involves changing how we work, how we organise ourselves and how we serve our citizens. We will have real opportunities to radically rethink, and redesign our services, as we are move towards being a more agile and flexible organisation, with staff able to work from any location as we make more efficient use of physical space and mobile technology. We can and will learn lessons from innovative digital practice utilised as a response to the Pandemic. More of our high volume, low contacts that we deal with, should be completed at our customer’s convenience, enabling Council staff to focus on more complex and sensitive enquiries that benefit from the human touch. All of this can help us manage the rising cost and demand pressures the Council is facing.

Whist we want everyone to become digital citizens, we recognise that not all residents have the means or skills to take up digital. The council aims to grow and develop its digital inclusion work to provide skills and confidence in this area for staff, and our customers will always be able to speak to a person when they need to, and the person they speak to will be able to provide improved customer service. We will not leave anyone behind, however, we must continue to maximise technology to drive better services and lower delivery costs. As a Council, we already offer online access in a number of areas; however we need to push further, faster with our digital approaches, data and technology, to ensure the district thrives through the fourth industrial revolution. The Council in order to make the right choices post-pandemic will need to think differently and crucially put citizens, data, insight, and technology at the heart of change.

Corporate Improvement Objective	3) To create cleaner neighbourhoods, where everyone takes responsibility for their waste and the environment.	
Senior Responsible Officer:	Community Plan Theme & Outcome	Project (Action)
Kieran Gordon: Assistant Director of Health, Leisure & Wellbeing.	Theme 2: Infrastructure Outcome: We increasingly value our environment and enhance it for our children	<ul style="list-style-type: none"> To develop and deliver programmes/activities in conjunction with our partners & communities to ensure clean neighbourhoods.

Why we are doing it?

The World Health Organisation, (WHO), outlines, the various ways the natural environment can positively affect human health and well-being, as natural areas offer opportunities for physical activity, social contacts and stress reduction ¹. We all use public spaces every time we leave home. These include the footpaths and streets we walk or drive along each day, the parks our children play in and the outdoor areas we go to exercise or relax in. Many of our daily decisions and activities are influenced by our perceptions of the quality and cleanliness of the public areas we encounter. The importance of clean, green and blue (our rivers, canals, loughs etc.) spaces, parks, cannot be underestimated. Many benefits derive from a pleasant environment. Post pandemic we now realise how important it is for us to have easy access to open space for recreation and exercise. The importance of safe, accessible and well-connected green and blue spaces for improving quality of life has never been more pertinent, and for those without gardens the value of these spaces is amplified.

Good quality parks and attractive open space contribute economic benefits to towns and villages. As Mid Ulster competes with others to attract growth, tourism and inward investment a clean, green and pleasant environment plays an important role in marketing the District as a place to live in, move to and visit. Businesses are drawn to places with good quality environment as this in turn attracts customers, employees and services into the local area. In addition well maintained towns and villages has a positive impact on commercial and domestic property values.

Regionally and locally increases in obesity, are linked to more sedentary lifestyles including lower levels of outdoor activity. Patterns of exercise in adults are set early in life, so obesity and inactivity in childhood can led to poor health in later years. Good quality public open space is required to encourage healthier lifestyles by providing opportunities for walking, cycling and other outdoor pursuits, as well as being beneficial to mental well-being. Clean and well maintained play areas, parks and open space provide important beneficial opportunities for children to learn and develop (their social and emotional development) and stay healthy. Apart from access, the quality of green space is crucial too. Quality of facilities – including toilets and cafes; regular maintenance; organised activities can help ensure a green space supports the wellbeing of its citizens equally

Clean neighbourhoods engender social pride, add vibrancy, and reduce crime and anti-social behaviour, all of which are essential to the development of strong prosperous neighbourhoods. Anti-social behaviour can be seen through dog fouling, littering, abandoning vehicles, graffiti, and fly tipping etc. We are very much aware that many of our clean and green services are demand led, whilst much of this demand is inevitable, it is also clear some of it is avoidable. We want to be clear about our service promises, standards, and the response times we aim to achieve to ensure our communities understand what levels of service they can expect. On its own the Council cannot deliver a cleaner and greener environment for residents. We want to work collaboratively, with residents, communities, visitors and businesses and through active citizenship we hope to see reduced demands on our services and more residents taking greater pride in and ownership of their local environment. This is more necessary then ever as overall public sector expenditure reduces at an unprecedented rate, combined with the economic fallout from the pandemic and the current inflation in the economy.

1. <https://www.un.org/en/chronicle/article/green-spaces-invaluable-resources-deliveringsustainable-urban-health>

Corporate Improvement Objective	4. We will contribute to the ongoing regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people	
Senior Responsible Officer:	Community Plan Theme & Outcome	Project (Action)
Raymond Lowry – Head of Technical Services	Theme 4: Economic Growth Outcome: We prosper in a stronger and more competitive economy.	<ul style="list-style-type: none"> • Development and delivery of a place shaping capital economic regeneration programme across the District.
<p>Why we are doing it?</p> <p>The additional challenges facing Mid Ulster’s most vulnerable communities due to the longer term impacts, arising from the Pandemic and the current economic instability caused by inflation, increased interest rates, means there has never been a more important time to strengthen the economic, social, and physical wellbeing of our places, lasting effects will be felt for many years to come. We must look to a period of recovery post pandemic and to the economic recovery out of inflation. The Council’s capital programme of local projects will maintain our ongoing support for vibrant, accessible village/ town centres, open spaces and communities.</p> <p>Regeneration is a long-term process and is delivered through a wide range of projects, programmes, partnerships, infrastructure initiatives. Since the late 1990s, policymakers have recognised the wider social factors that affect the success of regeneration schemes, but this is even more vital in the current economic climate. Infrastructure is a valuable and efficient economic stimulus. Every £1 of investment in infrastructure generates a potential further £2.70¹ due to economic multiplier effects. Making the most of existing social capital and providing opportunities for local people to be involved in regeneration is a vital part of making the best use of limited resources.</p> <p>As a Council we support locally developed place based regeneration projects, we continue to invest in Mid Ulster, as well as providing essential services paid by your rates. Our Capital investment programme is our commitment to addressing the economic downturn and making the District a better place to live, work and invest. The programme includes major schemes to boost the economy, create jobs and improve the quality of life for our citizens.</p> <p>Quality of place matters in economic, social, cultural and emotional terms. A sense of place helps establish strong social infrastructure which supports people to improve their prospects and maximize their potential. We are taking a “Whole District” approach creating places that are attractive, well-designed and well managed. Our approach focuses on tailored solutions for settlements within the District and also business locations. We recognise our major assets as those that have the potential to deliver the greatest impact. Building on and investing in these assets alongside complementary interventions will release the District’s potential for growth and connect areas of growth with deprived places in need of generation. By following a planned phased approach across the District we will be able to deliver greater impact for each locality, using the resources available to best effect.</p> <p>¹Further detail can be found here: https://www.ice.org.uk/getattachment/news-and-insight/policy/infrastructure-as-a-stimulus/post-crisis-infrastructure-investment-insight-paper-covid-19.pdf.aspx#_ga=2.179966759.2015985077.1591167730-1129742483.1567513176</p>		

Report on	Draft Consultation Response on Research on Investigating future provision for victims of violence and domestic abuse within the Northern Ireland Housing Selection Scheme
Date of Meeting	8 February 2024
Reporting Officer	Joe McGuckin, Head of Strategic Services and Engagement
Contact Officer	Ann McAleer, Policy Engagement and 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	To inform elected members of the consultation response developed on behalf of Mid Ulster District Council in response to the Research on Investigating future provision for victims of violence and those at risk/under threat of violence including victims of domestic abuse within the Northern Ireland Housing Selection Scheme.
2.0	Background
2.1	Members were informed of the above research via email on 3 rd January 2024. Members requested that consultation responses were developed on behalf of the Council.
2.2	The deadline for submission of a response is 9 February 2024.
3.0	Main Report
3.1	The aim of this independent research is to obtain suggestions on solutions and alternative options for the implementation of the removal of intimidation points from the selection scheme.
3.2	The research also aims to particularly identify how all victims of violence should be prioritised and verified in a fair, equitable and consistent manner using a robust verification framework.
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: None
	Rural Needs Implications: None
5.0	Recommendation(s)
5.1	It is recommended that Council review and approve the draft response for submission.
6.0	Documents Attached & References Appendix A: Mid Ulster District Council's draft response to the Research on Investigating future provision for victims of violence and domestic abuse within the Northern Ireland Housing Selection Scheme

29 January 2024



Fiona Boyle Associates

Email: fboyleassociates@btinternet.com

Ref: Investigating future provision for victims of violence and those at risk/under threat of violence including victims of domestic abuse within the Northern Ireland Housing Selection Scheme.

To whom it may concern:

Mid Ulster District Council welcomes the opportunity to provide its views and opinions in relation to the development of research examining future provision for victims of violence and those at risk/under threat of violence including victims of domestic abuse within the Northern Ireland Housing Selection Scheme.

Overall, the Council feel that the proposal to remove the intimidation points from the housing selection scheme was wrong and they should be maintained to protect those who are genuinely at risk from intimidation. The Council agree that the selection criteria should include people at risk from domestic abuse. There is a need to protect those facing serious and immediate threat to themselves and their family and there should be robust verification of intimidation points by the police to ensure they are allocated appropriately to those at genuine risk and to prevent others on the housing list (including those with homeless points) being unfairly disadvantaged.

The Council would also have concerns regarding the way in which this research is being conducted, and the failure to publicise it widely via victims support groups etc. Furthermore, Mid Ulster District Council area is vastly rural with a lack of available social housing. As such the Council would recommend examining the contrast between urban and rural considerations when searching for housing solutions in victims of violence and those at risk/under threat of violence including victims of domestic abuse. Solutions employed in urban areas may not work in rural areas and that alternatives should be considered.

In addition, the Council believes that current levels of domestic and sexual abuse in Northern Ireland are completely unacceptable and hopes that this research will examine the impact on victims of domestic abuse who cannot leave abusive situations because of the current flaws within the Northern Ireland Housing Selection Scheme. The Council would also encourage a significant increase in social housing. This could alleviate some of the current issues within the Northern Ireland Housing Selection Scheme and also offer victims of violence additional options and choice in relation to relocation issues. Therefore, the Council would recommend that additional consultation is carried out as a result of the findings of this research paper.

Yours sincerely

Cllr Dominic Molloy

Chairperson, Mid Ulster District Council

Minutes of Meeting of Policy and Resources Committee of Mid Ulster District Council held on Thursday 11 January 2024 in the Council Offices, Burn Road, Cookstown and by Virtual Means

Members Present

Councillor Corry, Chair

Councillors Bell*, Brown*, F Burton*, J Burton*, Cahoon, Gildernew*, McAleer, McFlynn*, McLernon*, S McPeake*, Molloy*, Totten*, Wilson

Officers in Attendance

Mr McCreesh, Chief Executive**

Mr Black, Strategic Director of Communities & Place (SD: C&P)**

Mrs Campbell, Strategic Director of Environment (SD: Env)**

Mrs Canavan, Strategic Director of Organisation Development, Strategy and Performance (SD: ODSP)

Ms Dyson, Head of Human Resources (HoHR)**

Mr McGuckin, Head of Strategic Services and Engagement (HoSS&E)

Ms McNally, Assistant Director of Corporate Services and Finance (AD: CS&F)**

Mr O'Hagan, Head of IT (HoIT)

Mr Tohill, Strategic Director of Corporate Services & Finance (SD: CS&F)

Mrs Grogan, Committee and Member Services Officer

Others in Attendance

Councillor McConnell***

Deputation:

Integrated Education Fund – Future Schools Project

Ms Fiona McGinn and Mr Sean Pettis

* 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 Corry welcomed everyone to the meeting and those watching the meeting through the Live Broadcast. Councillor Corry 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.

PR001/24 Notice of Recording

Members noted that the meeting would be webcast for live and subsequent broadcast on the Council's You Tube site.

PR002/24 Apologies

Councillors Johnston and and McLean.

PR003/24 Declarations of Interest

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

PR004/24 Chairs Business

None.

PR005/24 Deputation: Integrated Education Fund – Future Schools Project

The Chair, Councillor Corry advised Ms Fiona McGinn and Mr Sean Pettis from Integrated Education Fund – Future Schools Project were in attendance and invited them to make their presentation (appendix 1).

The representatives advised that the Future Schools Project has been undertaken by researchers from the School of Education, Ulster University in a project partnership with the Integrated Education Fund.

The core aim of the Programme is “To support initiatives that put people at the centre of decision making (regarding the provision of education) in Northern Ireland.

Ms McGinn and Mr Pettis provided members with a brief synopsis of the project which included:

- Why the Future Schools Project was developed
- How the Future Schools Project can support communities
- The Future Schools Toolkit
- How Future Schools Project can link with the Independent Review of Education in Northern Ireland

Ms McGinn said what they would really like was if there was any members here tonight who thought there were any primary schools in their area which were not sustainable and would possibly like more information about the Future Schools Project and how support can be given to their communities or schools, to discuss other options and try to find a way forward to make their provision more sustainable, then they could contact herself.

Ms McGinn stated if members would like more information about the role of Ulster University or to discuss the Toolkit, to contact Ms Jessica Bates who would be happy to assist with any comments or queries.

The Chair thanked Fiona and Sean for their very interesting presentation and asked for members comments.

Councillor Wilson said that it would be useful if the overhead presentation could be circulated to members.

Councillor Wilson referred to the risk of closure of country schools as people would not be supportive of that.

Ms McGinn said that they understood completely that schools are the heart of the community and very important to communities and would rather the community having a say in what was happening to the schools and coming to some sort of agreement together rather than leaving things until it's too late and things being imposed on them from the top where a community could lose their school.

Councillor F Burton asked when talking about sharing did they mean that this related to schools which are working separately but sharing teachers as a resource, so each school doesn't have one Maths or English teacher. The member said that in her own area there is partnership working from different schools where teachers teach subjects between schools which helps with running costs.

Councillor F Burton referred to St. Mary's Primary School in Fivemiletown which was under threat of closure and where the Fivemiletown community as a whole really got behind the school and fought to keep it open. The member said that this was very important as schools are the focus of many rural areas and want to try and ensure that going forward that any support that we can get for primary schools in rural location is obtained. The member also said that it was vitally important that admission numbers do not dwindle down if possible so it becomes a less viable option and if any information is available could this be forwarded on to Council as this would be much appreciated.

Mr Pettis advised members that copies of the Toolkit were available here tonight in booklet form or alternatively online and set out some of what the potential options are. He said that certainly schools sharing resources might be the outcome of a community conversation, like some kind of federation, both hard and soft federations, and all types of models which were possible. He said from their point of view they do not predetermine an outcome and was up to the communities to figure out what works and would help with that process in terms of exploring what the options are. In referring to the situation in Fivemiletown, he said that this was a good example of a community coming together and preventing a decision being made which would have affected the community as a whole. There could be multiple possibilities like amalgamation, a new jointly managed school or an existing school within the community would be ideal and all kids could access that. There are many possibilities and all they were trying to do was to create a process to enable those conversations to happen with no predetermined outcome.

Councillor F Burton referred to Aughnacloy and Caledon being cross-border areas and enquired if this could possibly work for teachers and students who come here to study and asked if this would be an option for the group to support also.

Mr Pettis advised that community conversations would tend to be centred around a geographic area where there were some schools and if a school is drawing families and children from across the border, he felt that this could be part of the conversation. He said that he was unsure if there was legislation for the planning authorities to work at schools on a cross-border basis but for families moving, he did not see why they couldn't be part of the conversation.

Councillor F Burton said that going forward it would be important to make everything as viable as possible and working together on that process and not ruling out opposed to

adding to. The member said as a rural Councillor she wants to make sure that rural families and rural schools are part of the community as they are the lifeline of that community and in the event of that being lost, it would be very hard to get that back again. She said that it was very important that everyone has what they need in terms of adequate education.

Mr Pettis agreed that it was important to engage on what possibilities that there are, but at the end of the day it was the planning authorities which take forward a suggestion and really important that communities are well consulted and part of that decision making.

Councillor S McPeake thanked Fiona and Sean for their presentation and said that he had listened attentively to the discussion and felt that anything that gives communities an earlier and better say in the sustainability of the schools was to be welcomed. He said that in the past we have seen too often examples where these changes were thrust upon communities, parents and the school estate without proper engagement and he would be certainly open to what is being proposed about having early discussions. He said that it would be important that everything is on the table i.e. pooling resources, sharing resources, doubling up and avoiding duplication and anything which would bring that conversation to the fore is very much to be welcomed and wished the group well in their future endeavours.

Ms McGinn and Mr Pettis withdrew from the meeting at 7.20 pm.

Matters for Decision

PR006/24 Elected Member Development Working Group

The Head of Strategic Services and Engagement (HoSS&E) presented previously circulated report which sought approval for the recommendations of the Elected Member Development Steering Group and actions contained, held on 8 December 2023 to include:

- Continue to retain Charter Status and Explore Charter Plus Officer and Member commitment
- Personal Development Plans be progressed
- Code of Conduct Training be progressed
- Terms of Reference

Proposed by Councillor McAleer
Seconded by Councillor Brown and

Resolved That it be recommended to Council to approve the report and recommendations of the Elected Member Development Steering Group meeting and actions contained from meeting held on 8 December 2023 to include:

- Issue of Personal Development Plans
- Code of Conduct Training be progressed
- Terms of Reference of Working Group
-

PR007/24 Requests to Illuminate Council Properties

The Head of Strategic Services and Engagement (HoSS&E) presented previously circulated report which sought approval to illuminate and light up the Council's three designated properties to raise awareness for the following:

- NI Chest Heart and Stroke: National Heart Month 1 February 2024 – Colour: Red

Proposed by Councillor Brown
Seconded by Councillor F Burton and

Resolved That it be recommended to Council to illuminate the three designated Council properties as follows –

- NI Chest Heart and Stroke: National Heart Month 1 February 2024 – Colour: Red

PR008/24 Member Services

No issues.

Matters for Information

PR009/24 Minutes of Policy and Resources Committee held on 7 December 2024

Members noted Minutes of Policy & Resources Committee held on 7 December 2024.

Live broadcast ended at 7.22 pm.

Local Government (NI) Act 2014 - Confidential Business

Proposed by Councillor McAleer
Seconded by Councillor Cahoon 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 PR010/24 to PR022/24.

Matters for Decision

PR010/24 Staffing Matters for Decision
PR011/24 Land and Property Matters
PR012/24 Lumfords Glen – RIBA Stage 3
PR013/24 2024/25 Insurances Update
PR014/24 Financial Management System – Technology One
PR015/24 Members Allowances Update
PR016/24 Provision of An Employee Assistance Programme and Healthcare Cash Plan

Matters for Information

- PR017/24 Confidential Minutes of Policy & Resources Committee held on 7 December 2023
- PR018/24 Staffing Matters for Information
- PR019/24 2024/25 Rate Estimates
- PR020/24 Financial Report for 8 Months ended 30 November 2023
- PR021/24 Contract and DAC Registers
- PR022/24 Industrial Strike Action

P023/24 Duration of Meeting

The meeting was called for 7.00 pm and ended at 8.25 pm.

Chair _____

Date _____

Annex A – Introductory Remarks from the Chairperson

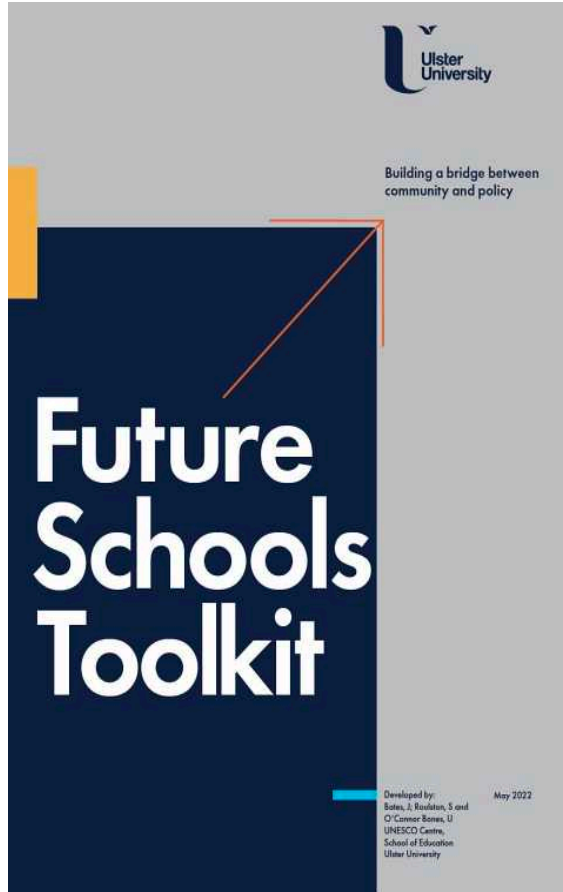
Good evening and welcome to the Council's [Policy & Resources/Environment/Development] Committee in the Chamber, [Dungannon/Magherafelt] and virtually.

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.



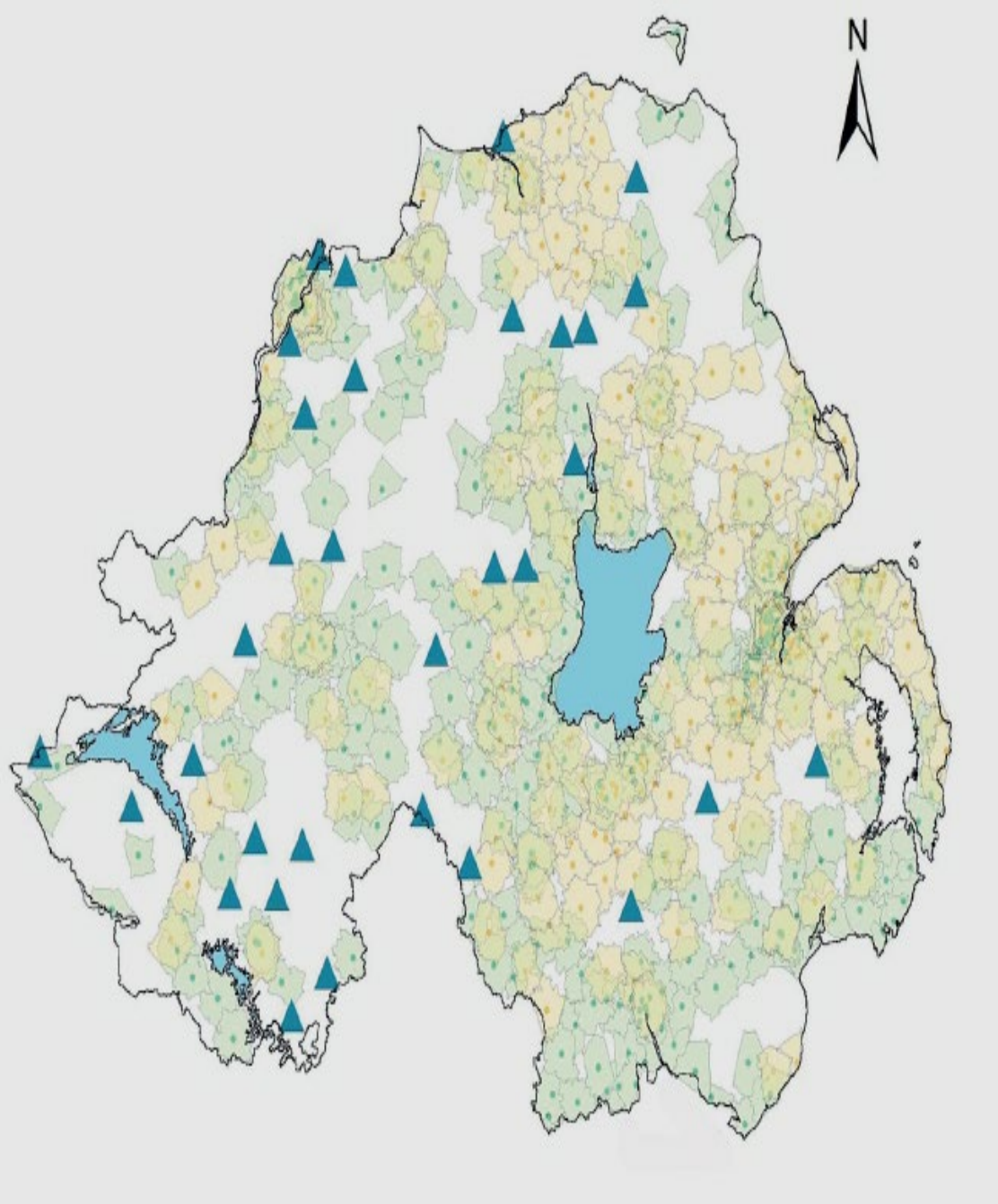
What is the Future Schools Project and its associated toolkit?

- *The Future Schools Project has been undertaken by researchers from the School of Education, Ulster University in a project partnership with the Integrated Education Fund.*
- *The core aim of the Programme is: “To support initiatives that put people at the centre of decision making (regarding the provision of education) in Northern Ireland.”*

Why was the Future Schools Project developed?

The education system has a diversity of school types, each with its own distinctive ethos and values. However, it is not sustainable. (New Decade, New Approach, 2020)

- The Future Schools project has been designed to support schools and communities who wish to explore whether there might be a more sustainable approach to primary school provision in their local area.
- Well documented historical factors have led to the development of a system of education in Northern Ireland that, on the whole, reflects the enduring community division. This situation means that many local areas may be served by two (or more) primary schools.
- The duplication of schools in many communities has led to the prevalence of too many small schools across Northern Ireland.
- According to The Sustainable School's Policy, there were 220 rural primary schools (33%) below the minimum thresholds in 2020/21. 21 primary schools had fewer than 30 pupils.
- The Department of Education is currently involved in an Area Planning process to create a network of sustainable schools. This has led to a number of recent school closures.
- The Department of Education has been engaged with the Future Schools Project as it aligns well with their direction of travel for Area Planning.



- A study by Ulster University in 2019 examined the duplication of primary school provision in Northern Ireland.
- This duplication typically occurs when a Controlled school and Maintained school are located close to one another, often in small settlements.
- They identified 32 isolated pairs of primary schools which were of different management types and located less than one mile apart and more than 3 miles from a another school of the same management type.
- In 26 of these pairs, at least one school was not sustainable.
- The study concluded that were the schools to find arrangements to remove duplication and become more sustainable, they would be more likely to avoid closures which would benefit local communities of all backgrounds.

How can the Future Schools Project support communities?

The Project supports school communities who wish to explore whether there might be a more sustainable solution to primary school provision in their geographic area and to provide guidance on how they could move forward with this in practice.



Future Schools has, at its heart, a vision that primary schools, parents and the local community will work together to identify area-based solutions with the potential of ensuring sustainable local school provision. The aim is to engage communities to ensure that everyone who lives in the area can have their views heard regarding education preferences.



The Future Schools Project does not seek to pre-determine pathways for specific schools or communities but rather to empower and support them to determine (in conjunction with the EA, CCMS, CSSC Department of Education and other key stakeholders) what option is most likely to lead to a sustainable future.

Future Schools Toolkit

The Future Schools Toolkit

A detailed toolkit has been created as part of the project which highlights three main facets:

1. The first section provides guidance to schools to self-assess and explore their own sustainability by assessing it against the DE Sustainable Schools Policy and other relevant policy documents.
2. The second section provides a mechanism and guidance to support school communities who wish to have a community conversation. This offers communities an opportunity to engage about options for school provision that would provide a sustainable and high-quality education in their local area, particularly where current provision may not meet the sustainable schools' criteria.
3. The final Pathways and Processes section of the Toolkit identifies alternative options that may be available to a community seeking to find a sustainable solution.



Figure 1:
Three-part structure of the
Future Schools Toolkit Process



How does the Future Schools Project link with the Independent Review of Education in Northern Ireland?

- The Review highlights the concerning number of 'non-viable small schools' and recommends a new approach to area planning.
- It recommends 'strict adherence' to the minimum enrolment thresholds of 105/140 in rural/ urban primary schools.
- It recommends the establishment of an Independent Planning Commission which will develop a plan for a new network of schools based on sustainability and jointly managed schools.
- It suggests increasing the number of integrated schools or jointly managed community schools.
- The new model suggests the creation of 99 new or reconfigured jointly managed community primary schools and 22 post primary schools.
- The modelling of this reconfiguration of schools suggests that running costs will reduce by £94 million per annum.
- The review suggests that The Department of Education should encourage this change by allocating £1 billion of capital funding and £135 million over a period of ten years for schools making the transition.

For further information on the Future Schools Project, please contact Fiona McGinn, Future Schools Officer at: fiona@ief.org.uk



For further information on the toolkit, please contact Dr Jessica Bates, Ulster University at: j.bates@ulster.ac.uk



Report on	Revised Photographic Policy
Date of Meeting	Thursday 8 th February 2024
Reporting Officer	Kate Keys
Contact Officer	Kate Keys

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 outlines minor changes to the Council's Photographic Policy to reflect the required policy review undertaken.
2.0	Background
2.1	<p>Historically, photography and video use has taken place in council and community facilities to record events. Modern digital advances in communications, social media, hardware and software, including AI offer unprecedented opportunities for misuse as well as presenting increasing complexities of compliance with data protection principles.</p> <p>Taking this into consideration, the photographic policy has been reviewed and revised to address these issues.</p>
3.0	Main Report
3.1	Images of individuals and groups can be considered as personal data and must therefore be processed in line with the principles of GDPR and on the basis of consent (that is, that the individual has given clear consent for their personal data to be processed for a specific purpose). This applies particularly to images of children and vulnerable adults.
3.2	The revised policy expands on what photographic images taken either by Council employees, agents or those submitted by a third party are used for, where they can be taken, by whom, and how, so that clear consent can be given on the basis of full knowledge on the part of the individual giving consent. It also includes what must happen if an individual withdraws their consent at a later date.
3.3	The revisions also strengthen guidance to staff and third parties such as external suppliers of services and hirers of Council facilities in relation to the Council's obligations to safeguard children and vulnerable adults.

3.4	Drone technology is sometimes used to record progress with Council managed projects, particularly within the capital development programme. Drones have the ability to capture, store and share images of events and people often from viewpoints not available using more traditional forms of image production hardware. The revised policy acknowledges the high impact of drones on privacy and provides guidance on the processing of images taken using drone operations.
3.5	The revised policy is appended to the report with additions and changes marked in red.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: None
	Human: None
	Risk Management: The revisions assist in the mitigation of risks associated with non-compliance with GDP Regulations and safeguarding obligations of the Council.
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 revised Photographic Policy.
6.0	Documents Attached & References
	Revised Photographic Policy (changes in red)



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Photographic Policy

Document Control			
Policy Owner	Kate Keys Marketing & Communications Manager		
Policy Author	Kate Keys Marketing & Communications Manager		
Version	3.0		
Consultation	Senior Management Team	Yes	23/01/24
	Trade Unions	No	
Equality Screened by	Kate Keys	Date	31/01/24
Equality Impact Assessment	N/A	Date	
Good Relations	N/A		
Approved By	Policy & Resources Committee	Date	
Adopted By	Council	Date	
Review Date	July 2023	By Whom	K. Keys
Circulation	Councillors, Staff & External Photographers		
Document Linkages	Child Protection Policy Vulnerable Adults Policy Retention & Disposal Policy Social Media Policy Data Protection Policy		

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1.0 Policy Summary

This policy sets out how photography, including still, video and electronic photographic images, is used by the Council and guides members of staff and third-party providers of photographic services on consent requirements for data processing purposes.

Any reference in the policy to photographs and photography should be interpreted as including still and moving imagery.

2.0 Introduction

Photography plays an important role and is used routinely by the Council to record activities and events and for use as part of its promotion of services, marketing campaigns, and events in order to inform the public, encourage take up of services or consultations, change behaviours or enhance the reputation of the Council.

Taking and using images of people, particularly children, is a sensitive area and a photographic policy provides a framework through which Council staff should operate and provides guidance on the taking, and appropriate use of, images of people.

3.0 Policy Aims & Objectives

The Photographic Policy aims to:

- ensure the Council takes and uses images of people appropriately and with the necessary safeguards in place.
- explain what steps the Council can take to protect everyone and in particular, children and vulnerable adults from unwanted photography on Council premises.

The policy objectives are to:

- ensure staff understand the sensitivities of taking and using a person's image.
- ensure the Council has the necessary permissions to take and use a person's image.

4.0 Policy Scope

The policy applies to the taking of still, video, and electronic photographic images using any equipment capable of recording images (including images captured by mobile devices) as part of an organised photocall, interview, or during an event or planned operation in Council owned premises or as part of a Council run event.

The policy is applicable to all employees, but is of particular relevance to:

- employees involved in the day to day running of a Council facility where people, particularly children and vulnerable adults, are present.
- employees who organise activities and events where members of the public, including children and vulnerable adults, will be present.
- employees who wish to use or commission still or moving imagery for use in printed, on- line and filmed material or for any marketing purpose.

The policy applies to any agent of the Council who records and/or processes images on its behalf.

The policy is, in part, also applicable to others photographing people, particularly children, in Council facilities or at Council events (e.g., parents, press). **While the Council does not wish to prevent individuals from taking photography of friends or family for personal use, it also understands that individuals using facilities do not expect to be photographed.**

The policy also applies to employees whose images are taken and used **internally and externally** by the Council for promotional purposes.

The policy does not apply to employees whose images must be taken and used for identification purposes.

5.0 Linkage to Corporate Plan

The development of a photographic policy is in line with the Council's commitment to design and deliver services around its people, as stated under the 'Delivering for our People' theme in the Corporate Plan 2020 – 2024.

6.0 Roles and Responsibilities

- Elected members will endorse the policy, its implementation, and procedures.
- The Senior Management Team will demonstrate its commitment to the policy by ensuring their Heads of Service and through them, the wider staff, implement the policy.
- Heads of Service will ensure the implementation of the policy and its procedures.
- The Marketing and Communications Service will support the dissemination of the policy and retain photographic permissions.
- All staff will adhere to the policy.

7.0 Procedure and Implementation

The policy is subject to the following procedures:

7.1 Processing and retention of images

The Council regularly uses photography for publicity purposes. Images are either electronic or in the form of prints and typically come from these sources:

- **Taken by a member of staff with a Council device**
- **Taken by a commissioned freelance photographer**
- **Submitted by a third party, for example, a member of staff using their own device or staff from a partner organisation.**

Images of individuals and groups can be considered as personal data.

Images of people will, therefore, be processed in line with the principles of the General Data Protection Regulation (GDPR) and on the basis of consent (the individual has given clear consent for their personal data to be processed for a specific purpose). **Consent will be recorded using the Council's official consent form. The Council will accept another consent form (such as another Council's template or an agent's template) providing it meets the Council's standards and authorises Mid Ulster District Council to use the image.**

GDPR expands the definition of sensitive data to include genetic data, biometric data and data concerning sexual orientation. Staff should therefore be aware of the context in which photographs are taken and used, and the privacy of individuals that are photographed, for example if individuals are in uniform or attending LGBTQ+ events, and gather the appropriate consents.

The exception is large public events, where the Council will process data on the basis of legitimate interest (the processing is necessary for the Council's legitimate interests or the legitimate interests of a third party unless there is a good reason to protect the individual's personal data which overrides those legitimate interests.) However, special measures will be put in place to ensure event attendees are aware in advance and during an event that images will be recorded.

Images containing personal data taken prior to 25 May 2018 (the date on which the General Data Protection Regulation is applicable) and for which the Council does not hold written consent forms will be processed on the basis of legitimate interest (the processing is necessary for the Council's legitimate interests or the legitimate interests of a third party unless there is a good reason to protect the individual's personal data which overrides those legitimate interests).

All images should be retained in accordance with the Council's Retention and Disposal Policy and in line with General Data Protection Regulation principles.

Where copies of photographs are requested by third parties (individuals or organisations), they will only be supplied in cases where the image features individuals who represent that organisation.

An individual who has given consent may wish to withdraw that consent at a later date. If consent is withdrawn, the individual must be advised that the Council cannot recall any publications or films in which their image appears. However, once consent is withdrawn, no further use can be made of that individual's image and it should be immediately and permanently deleted.

7.2 Areas where photography is prohibited

The use of photographic equipment is **not permitted** without prior permission, in the following areas:

- Any leisure centre.
- Any changing area.
- Any toilet area.
- Theatre, auditoria or performance space.
- Any other area identified and agreed by a relevant senior officer.

7.3 Facilities/Events Where Photographs May Be Taken

7.31 Third Party Hire of Council Facilities for Private Functions

Where a Council facility is hired by a club, organisation or individual for a private function, such as a wedding, the Photographic Policy does not apply. Where any third-party hire involves children **and/or vulnerable adults**, and where children **and/or vulnerable adults** may be photographed, it is the responsibility of the hirer to obtain appropriate parental consent.

7.32 Swimming Pools

For promotional purposes and in special circumstances, photography will be allowed in swimming pool areas with prior permission from the facility manager. Where this is as part of a third-party hire of the pool, it is the responsibility of the hirer to ensure they have obtained the consent for any person to appear in a photograph.

Where the Council is taking and using images at or in a swimming pool, the normal consent procedures will apply.

7.33 Invitations to Council events

In cases where invitations are extended to specific groups and individuals to attend Council events, such as award ceremonies, presentations, and civic receptions (that is, where the guests are known in advance), and where photography will take place, attendees will be asked to provide their consent to be photographed either in advance of attendance or at the event itself.

Only those attendees who have given consent will be photographed.

7.34 Productions, shows and performance

Images of audiences may be recorded at Council-organised productions, shows and performances in exceptional circumstances and within defined controls.

In such circumstances, individuals are unlikely to be identifiable e.g., images are taken from the back of an auditorium or individuals are not in focus.

However, where individuals attending the event may be identifiable, audiences should be informed in advance and in writing that images may be recorded at the time of booking tickets, or, if this is not possible, as soon as practicable thereafter.

Artists and performers at any and all events will be asked to provide consent to their image being used at the time of booking.

7.35 Public Events

At large public events where significant numbers of people are expected to attend and where images of crowds are taken, it is not practicable to obtain consent.

In advance of the public event, the Council will state clearly on printed and on-line promotional materials that images may be recorded by stating:

Mid Ulster District Council and its agents will take photographs and video at this event for promotional purposes only. Images may be used in printed material, including newspapers, magazines and brochures, and online, including on websites and social media channels. For further information visit www.midulstercouncil.org/privacy.

At public events, signage will be erected prominently to inform attendees that images will be recorded by stating:

Mid Ulster District Council and its agents will take photographs and video at this event for promotional purposes only. Images may be used in printed material and online.

Our photographers will seek your consent before taking your photograph as an individual or as part of a small group. When taking images of large groups or crowds, where it is not possible to gain consent, we ask you to make yourself known to our photographers if you do not wish your image to be recorded.

www.midulstercouncil.org/privacy.

Where images of individuals or small groups are being taken at large public events, consent will be obtained in the normal manner.

7.4 Obtaining Permission

7.41 Adults

Where images are to be taken of adults, permission must be obtained, and the appropriate permission form completed.

7.42 Children

Article 8 of GDPR states that data controllers must obtain the consent of a parent or guardian when processing the personal data of a child under the age of 16 and that they also must make 'reasonable efforts' to verify that a parent or guardian has provided the appropriate consent.

Images of children may only be taken and used with the written consent of a parent or guardian. Should permission not be granted, or written consent not received, the relevant Council employee must make every effort to ensure the child in question is not photographed and this must be done with discretion and sensitivity.

A teacher or group leader cannot give consent for a child to be photographed. This means that the person in charge of any school or group attending a Council facility, event, or activity where images may be recorded, must sign a form to confirm that parental consent has already been received.

Should it be likely that images will be taken at a Council facility, event or activity, the facility manager or event organiser should make those attending aware at an early stage. This will ensure sufficient time for permission to be obtained and those children who should not be photographed to be made known to relevant staff.

All booking forms for children's events where images may be recorded, should incorporate consent into the booking form.

7.43 Use of images submitted by a third party

Members of the public or partner organisations may take photographs and later submit them to the council to be used for publicity purposes. These images should not be used if they contain identifiable individuals unless they are accompanied by a consent form which meets the Council's standards completed by the individual (or guardian of in the case of child) photographed. If consent has been given, this Policy and guidance will apply to the storage, use, and disposal of those photographs in the same way as it applies to photographs taken by or on behalf of the Council itself.

If the photograph is not accompanied by a completed consent form, it should not be used for publicity and should be returned to the sender. Any electronic copies of the image should also be deleted.

7.5 Unauthorised Photography Of Children

Historically, photography and video use has taken place in community and council facilities to record events. However, modern digital advances in equipment and software, including AI offer unprecedented opportunities for misuse. Whilst the Data Protection Act does not prevent individuals from taking photographs, the Council has a shared responsibility for the protection and safety of children, young persons and vulnerable adults using its facilities.

Any member of staff at a Council facility, event or activity who observes what they believe to be unauthorised or inappropriate photographing of a child(ren) or vulnerable adult(s) should approach the person concerned and establish if the person has obtained the necessary permission.

If not, and if it is appropriate and/or feasible to do so, permission may be arranged at that point.

If, however, it is not appropriate, the employee should advise the person of the Council's policy and ask them politely to stop taking images. If the person is unwilling

to co-operate, the employee should ask them to leave the area and then contact the facility manager or event organiser as soon as possible. The incident should be recorded.

An employee should never enter into a confrontational situation and always remember their personal safety.

Children will often photograph other children. This is usually innocent or, at worst, a prank. Nonetheless, in these situations, staff should make every effort to discourage the children from using photographic equipment. Including information on literature for activities and events to inform children and parents that the use of cameras, including mobile devices, is not permitted during the event or activity, will help to prevent the situation arising.

7.6 Good Practice

Even when photography of children is appropriate and the necessary permissions have been obtained, it is good practice to:

- Follow any commitment made on the consent form.
- Ensure children are appropriately dressed.
- Use photographs that represent the diversity of the young people participating.
- Not use images that are likely to cause distress, upset or embarrassment or illustrate a sensitive or negative issue.
- Use the image in its intended context.
- Always be vigilant when someone is using a camera, video or mobile device.
- Regularly review images and delete unwanted material.
- Report any concerns relating to any inappropriate or intrusive photography to the manager of the facility/service or the Designated Child Protection Officer
- Keep copies of all consent/permission forms and review in line with the retention of images procedures.

7.7 Use of drones

The Council owns and operates a drone with an attached camera and this is registered with the Civil Aviation Authority (CAA) to operate in the A1 and A3 categories. Video footage and photographs are captured on a memory card on board the drone and this footage is then transferred to the Council's secure server before being deleted from the card.

Drone operations carried out by the Council and/or its agents include:

- Photography at events
- Photography for promotional materials or video
- Observation of the progress of Council capital projects.

The Council understands that the use of drones has a higher impact on privacy and as such, we will carry out a Privacy Impact Assessment before performing drone operations.

8.0 Impact Assessment

8.0 Equality Screening & Impact

8.1. The policy has been subjected to equality screening in accordance with the council's screening process. The policy was screened out.

8.2 Rural Needs Impact

The policy does not have any rural impacts.

8.3 General Data Protection Regulation (GDPR) Implications

This policy is compliant with Council's GDPR requirements.

8.4 Staff & Financial Resources

Implementation of the policy may have an impact on resources required at large public events.

9.0 Support and Advice

For further information about the policy, please contact the Marketing and Communications Service.

10.0 Communication

The policy will be communicated internally using a range of appropriate internal communication methods.

The policy will also form part of the induction process for all new staff.

11.0 Monitoring and Review Arrangements

The effectiveness of the policy will be monitored using feedback from those staff involved in its implementation, the number of photographs taken and permissions received.

Formal review, with any appropriate recommendations for change, will take place every 2 years or more frequently if required.

Report on	Nine Month Progress Update on the Council's Performance Improvement Plan: including four Corporate Improvement Projects, the Statutory/ Corporate Performance Improvement Indicators/standards and the Corporate Health Indicators - (Q1 to Q3 – 2023/24).
Date of Meeting	Thursday 8 th February 2024
Reporting Officer	J Mc Guckin, Head of Strategic Services & Engagement
Contact Officer	L Jenkins, Corporate 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 Council's 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 nine months of 2023/24. The report also provides a performance progress summary against the Council's four corporate improvement objectives and their associated project plans (known as CIP plans). The indicators and standards, the 4 improvement projects and corporate health indicators are contained within our Two Year Performance Improvement Plan (PIP plan) for 2023/24 to 2024/25.
2.0	Background
2.1	Council Discharging Duties under the Local Government Act (NI) 2014 Part 12 of the Local Government Act (NI) 2014 sets out a General Duty of Improvement in that, "a Council must make arrangements to secure continuous improvement in the exercise of its functions". The legislation sets out that a Council must consult upon and publish an annual forward looking Performance Improvement Plan by 30 th of June each year, setting out how it aims to make arrangements to secure improvements in the "exercise of its functions".
2.2.	The process of developing the Council's improvement objectives involved engagement between Senior Management, Assistant Directors/Heads of Service and the Strategic Services and Engagement Team. This engagement identified potential areas for improvement across the council from which four proposed improvement objectives were identified for consideration and approved by elected members as a focus for continuous improvement.

The Council's four improvement objectives, rationale and associated links to the Community and Corporate Plan were considered and approved by elected members at their February 2023 Policy & Resources committee meeting for public consultation and were then ratified by Council. The outcome of the consultation undertaken from Monday 27th February to Friday 21st of April 2023, Policy & Resources Committee before being considered by Council. The four improvement objectives would form part of our two year Performance Improvement Plan 2023/24 to 2024/25.

2.3 Each improvement objective is aligned with an improvement project and associated activities/measures. Each project is under the direction of senior responsible officer (assistant Director or Head of Service). This report offers details of our nine month progress, Quarter One (Q1) to Quarter Three (Q3) in delivering the Improvement Objectives contained within our Performance Improvement Plan 2023/24 (PIP plan).

2.4 The Corporate Improvement Objectives, which form the 4 Corporate Improvement Projects (CIP's projects) for 2023/24 are:

- 1) Mid Ulster District Council will seek to reduce the environmental impacts of our own activities and will contribute to the improvement of the wider environment through local action - currently there are 21 improvement activities/measures.
- 2) We will ensure a more connected Mid Ulster where new technologies and ways of working, empower citizens to get the best services that matter to them – currently 7 improvement activities.
- 3) To create cleaner neighbourhoods, where everyone takes responsibility for their waste and the environment – currently 7 improvement activities.
- 4) We will contribute to the ongoing regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people – currently there are 4 improvement activities.

The performance/progress of the Council's four Corporate Improvement Projects 2023 - 2024 (CIP's) are found in Appendix One (Corporate Improvement Projects Nine Month Progress Update: Q1 – Q3 2023/24)

2.5 **Statutory & Corporate Performance Improvement Indicators/Standards.** Local Government (Performance Indicators and Standards) Order (NI) 2015 has specified performance indicators and standards for Mid Ulster District Council on Economic Development, Planning and Waste Management (there are currently seven statutory indicators/standards). Statutory indicators and standards/targets have been set by the former Department of the Environment (now Department for Communities), 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>2.6</p> <p>2.7</p>	<p>Council has identified three self-imposed performance improvement indicators and standards (continued from 2023/24) and hereafter referred to as “self–imposed” performance measures. These form an integral part of our Performance Improvement Plan for 2023/24. 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 – see 2.7). 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. The Performance Progress of the “statutory” (that is set for us) and “self-imposed” (that we have set for ourselves) indicators/standards is outlined in Appendix Two (refer to Appendix Two - Statutory & Corporate Performance Improvement Indicators - Nine Month Progress Report Q1 to Q3 2023/24).</p> <p>Reporting on the Councils Corporate “Health Indicators” The committee at its meeting of October 2017 considered a suite of “<i>Corporate Health Indicators</i>” for reporting on to elected members, presented by the Head of Communications. Council at its November 2017 meeting approved the corporate health indicators. 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>Refer to Appendix Three for further performance update of the Corporate Health Indicators (Q1 to Q3 2023- 2024).</p>
<p>3.0</p>	<p>Main Report</p>
<p>3.1</p>	<p>Monitoring & Reporting on the Statutory & Self-Imposed Performance Indicators and Standards The Council’s Statutory and Corporate Improvement Indicator Report for the first nine months of 2023/24, gives an overview of progress in relation to managing and monitoring of statutory and self-imposed performance indicators and standards (refer to Appendix Two). Some of the data, which form the statutory indicators/standards are reliant on third party information being supplied from Stormont Departments (validated data) and are therefore retrospective in nature (i.e. reporting cycle). The performance</p>

data contained in the subsequent reports are classed as management data as opposed to 'audited' data.

The management of Mid Ulster's District 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:

- 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 (green), whether it is close to target (amber), or failing (red), blue signifies the action is completed, and the colour purple indicates that information is not yet available.
- 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

A brief summary overview of 10 Corporate Performance Improvement Indicators at end of Q1 to Q3 2023/24 are outlined below:

Quarter One

- a) 5 indicators are reported as Green – on target
- b) 1 indicator is are close to target – Amber.
- c) 4 indicators are Red in that they are falling short of the pre-defined standard
- d) 0 indicators are currently awaiting data to be supplied (in the main supplied by government departments) - purple

Quarter Two

- a) indicator is reported as Green – on target
- b) indicator are close to target – Amber
- c) indicators are red in that they are falling short of the pre-defined standard
- d) indicators are currently awaiting data to be supplied (in the main supplied by government departments) - purple.

Quarter Three

- e) indicator is reported as Green – on target
- f) indicator are close to target – Amber
- g) indicators are red in that they are falling short of the pre-defined standard
- h) indicators are currently awaiting data to be supplied (in the main supplied by government departments) - purple.

3.2

Monitoring and Reporting the Corporate Improvement Plan Projects

The activities/measures are outlined in Appendix One. Monitoring of the Corporate Improvement Plan is made through the quarterly reporting of services' operational improvement objectives, contained within the annual service improvement plans (SIPS).

The SIPS are part of Council's approach to ensuring/mitigating action to manage, maintain and improve performance or to re-prioritise work in consultation with management, staff and members.

The Corporate Improvement Projects Q1 to Q3 – 2023/24 Nine Month report is divided into four sections. Each section concentrates on reporting the progress against each improvement objective and related project outline. The reporting format explains how each activity or measure in the project has progressed (commentary section), highlights the delivery dates, expected outcomes (the difference it will make); as well as the current quarter's status (through RAG reporting).

3.3

Summary of Corporate Improvement Projects (CIP's) Nine Month Progress

Outlined below is a summary of the Corporate Improvement Plan Projects' activity for Q1 to Q3 2023/24. Council is currently monitoring improvement actions/measures throughout the four Improvement Project Plans (CIPS) during 2023/24. **To date in Q3 there are 39 activities:**

- a) **30** actions are **on target - green**
- b) **7** actions are **trending away from target - amber**
- c) **2** actions have been **completed - blue**
- d) **0** action has **missed** their target - **red**
- e) **0** actions/measures are **re-prioritised - purple**.
- f) **0** actions **not due to have started - grey**

3.4

Evaluation on the Nine-Month Performance Progress of the Four Corporate Improvement Projects (CIP's) 2023/24.

To provide an assessment on progress of the improvement plan and an informed judgement, the following assessments have been made, based on information made available from services (Table 1. – Evaluation Descriptors).

Those improvement objectives assessed as “Excellent” or “Good” are not a cause for concern. Areas assessed as “acceptable” will require a watching brief, while areas evaluated as “improvement required” require attention. Evaluation is made using the following:

Table 1. – Evaluation Descriptors

Status	Evaluated As	Explanation
Green	Excellent	All actions and measures are on track
Amber	Good	Actions and Measures are mostly on track, several are falling marginally short of planned targets
Orange	Acceptable	Some actions and measures have deviated from plan and some are falling short of planned targets
Red	Improvement required	Actions and measures are mostly falling short of planned targets

Table 2. - Evaluation of performance progress in Q1 to Q3 - 2023/24 Four Improvement Projects.

	Q1 April – June 2023/24	Q2 July - Sept 2023/24	Q3 Oct.- Dec. 2023/24
Improvement Project One	Overall Evaluation for Improvement Project One		
1) CIP 1 - Mid Ulster District Council will seek to reduce the environmental impacts of our own activities and will contribute to the improvement of the wider environment through local action - currently there are 21 improvement activities/measures	Excellent	Excellent	Good
Improvement Project Two	Overall Evaluation for Improvement Project Two		
2) CIP 2 – We will ensure a more connected Mid Ulster where new technologies and ways of working, empower citizens to get the best services that matter to them – currently improvement activities	Excellent	Excellent	Good

	<table border="1"> <tr> <td>Improvement Project Three</td> <td colspan="3">Overall Evaluation for Improvement Project Three</td> </tr> <tr> <td>3) CIP 3 – To create cleaner neighbourhoods, where everyone takes responsibility for their waste and the environment – currently improvement activities</td> <td>Excellent</td> <td>Good</td> <td>Good</td> </tr> <tr> <td>Improvement Project Four</td> <td colspan="3">Overall Evaluation for Improvement Project Four</td> </tr> <tr> <td>4) CIP 4 –.We will contribute to the ongoing regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people – currently there are improvement activities</td> <td>Good</td> <td>Good</td> <td>Good</td> </tr> </table>	Improvement Project Three	Overall Evaluation for Improvement Project Three			3) CIP 3 – To create cleaner neighbourhoods, where everyone takes responsibility for their waste and the environment – currently improvement activities	Excellent	Good	Good	Improvement Project Four	Overall Evaluation for Improvement Project Four			4) CIP 4 –.We will contribute to the ongoing regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people – currently there are improvement activities	Good	Good	Good
Improvement Project Three	Overall Evaluation for Improvement Project Three																
3) CIP 3 – To create cleaner neighbourhoods, where everyone takes responsibility for their waste and the environment – currently improvement activities	Excellent	Good	Good														
Improvement Project Four	Overall Evaluation for Improvement Project Four																
4) CIP 4 –.We will contribute to the ongoing regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people – currently there are improvement activities	Good	Good	Good														
4.0	Other Considerations																
4.1	Financial, Human Resources & Risk Implications																
	Financial: N/A																
	Human: N/A																
	Risk Management: The data quality contained in the Mid Ulster District Council’s Nine Month Performance Improvement Progress Report is provisional, as unaudited “data” and is characterised as management information. All in-year results may be subject to later revision.																
4.2	<u>Screening & Impact Statements</u>																
	Equality & Good Relations Implications: N/A																
	Rural Needs Implications: N/A																
5.0	Recommendation(s)																
5.1	Members review the performance achieved, and assess progress and performance against the standards/targets and provide commentary as necessary.																

6.0	Documents Attached & References
	<p>Appendix One – Corporate Improvement Projects 2023/2024– Nine Month Progress Update (Q1 to Q3)</p> <p>Appendix Two – Mid Ulster District Council Statutory & Corporate Performance Improvement Indicators (Nine-Month Progress Report 2023/24).</p> <p>Appendix Three - Corporate Health Indicators Infographic Q1 to Q3 2023 to 2024.</p>

Corporate Improvement Projects - (CIP's)

2023-2024

Quarter One to Quarter Three
Nine Month Progress Update

Mid Ulster District Council's Corporate Improvement Projects for 2023 - 2024

The Four Improvement Projects :

Project One – Mid Ulster District Council will seek to reduce the environmental impacts of our own activities and will contribute to the improvement of the wider environment through local action.

Project Two - We will ensure a more connected Mid Ulster where new technologies and ways of working, empower citizens to get the best services that matter to them.

Project Three - To create cleaner neighbourhoods, where everyone takes responsibility for their waste and the environment

Project Four - We will contribute to the ongoing regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people

Key: Improvement Activity Status Colours and Descriptors

Green	Signifies everything is on track in terms of activity, deliverables, scope, budget, & timeframe. Performance is moving in the right direction.
Amber	Signifies performance is moving away from target, some items may need corrective action, are still within tolerance.
Red:	Signifies there is a problem shift in the wrong direction, which may require a response from senior management.
Grey:	Not due to have started
Blue	Signifies PI, target, outcome achieved/completed
Purple:	Information not available (e.g. awaiting validated data from government departments), or the activity /measures no longer a priority in year (re-prioritised by SMT)

SRO - Senior Responsible Officer

CIP ONE OBJECTIVE - Mid Ulster District Council will seek to reduce the environmental impacts of our own activities and will contribute to the improvement of the wider environment through local action. – 21 Activities. SRO: Assistant Director Environmental Services

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
1. Increase the Council recycling rate to further boost the carbon reductions associated with recycling.	01/04/23 – 31/03/25	Increase tonnage of recyclables collected by approx. 1,700 tonnes per annum. Offsetting an additional 1,100 tonnes per year of Carbon per annum as a result of the improved recycling performance.					Q2 recycling rate of 62.34% and the tonnage recycled in Q2 offsets approx. 8,200 tonnes of carbon equivalent
2. Manage Landfill Gas emissions at the Tullyvar, Magheraglass and Ballymacombs Landfill Sites and seek opportunities for further renewable energy projects	01/04/23 – 31/03/25	Reduction of 8,500 tonnes per year of Carbon equivalent per annum. £55,000 of income from the sale of electricity. Feasibility of solar					Both LFG plants operational over 90% of the time in Q3. Visited Scotch Corner Landfill in Monaghan along with representatives from Fermanagh & Omagh District Council to view their Solar PV Installation.

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
		panels at Tullyvar & Magheraglass assessed.					
3. Increase participation in the Eco-Schools programme, which encourages and directs young people to think about climate action including litter, recycling, energy saving, and water conservation etc.	01/04/22 - 31/03/25	All schools in Mid Ulster engaged in programme and pupils well informed on the environmental impacts of their activities.					Financial support agreed with KNIB to continue programme in 2024/25. Ongoing engagement with schools within district. Contact to be made early in Q4 with all schools due for GF renewal/lapsed GF to encourage submission of application before March deadline and support with this. 100% of schools still registered (123 schools). 83 schools have achieved at least one Green Flag award since registering on the programme (67% of schools). There are 46 schools (37%) with current Green Flag (awarded within last two years) 22 of these awarded in June 23. NI average 27%. Planning underway to hold Eco Speak Schools Competition in Q1 2024/25.

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
4. Monitor and review air quality across the District to determine whether national air quality objectives are being met.	01/04/21 – 31/03/25	Air Quality statistics 2022 - to be compiled and produced as a Report.					Ongoing deployment of NO2 tubes on a monthly basis at all identified monitoring sites. The completion of annual report in progress
5. Local Air Pollution Prevention and Control (LAPPC) - Conduct scheduled inspections of premises to ensure that premises are complying with air emission targets as outlined in their Environmental Permits.	01/04/21 – 31/03/25	Inspect permitted premises to ensure compliance with Environmental permits (currently 74 premises have permits) and maintain records.					54 inspections planned to date, 55 inspections carried out. Records of visits maintained. Records of visits maintained.
6. Energy efficiency in households - number of homes helped by providing Energy Efficiency Advice and the number of homes helped to improve the energy efficiency of their homes.	01/04/23- 31/08/23	Approx. 500 homes annually (pro rata) across Mid Ulster helped to improve the energy efficiency of their homes.					A total of 648 referrals for households eligible for Affordable Warmth scheme were made between 1st April 2021 and the end of the Councils involvement in the scheme on 31st August 2023 (Councils involvement with the Affordable Warmth Scheme ended on 31/8/23).

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
							28 homes helped by providing energy efficiency advice.
7. Seek to bring recycling and biodiversity themes into creative art project targeting schools, disability groups and older people programmes.	01/09/23 – 31/03/25	Continuation of the creative arts programme while promoting greater awareness among participants of the benefits of recycling and how the arts can contribute to the recycling agenda.					Digital Creative Arts Programme on going with 45 primary schools involved across the Mid Ulster District Council area. Twenty three disability and inclusive adult centres across Mid Ulster continue to participate in creative arts projects using recycled materials. This Project commenced in October 2023 and will be completed in March 2024, with an exhibition of completed work on display in the Burnavon for the month of May 2024. The older peoples' arts project celebrating Positive Aging month was delivered in October. Participants upcycled and recycled materials to create wonderful usable items for the home. Children's' recycling workshop planned for Saturday 3rd Feb in Burnavon

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
8. Pilot Council's habitat assessment tool to utilise as an exemplar for 6 Council managed assets/land – Polepatrick Park & Cemetery, Ranfurly and Hill of the O'Neill, Ballyronan Marina, Carricknakielt, Dungannon Park and Cookstown Council Office	01/06/22 – 31/03/24	Creating healthy council managed habitats					To date all 6 Council owned pilot sites have been surveyed: Hill of the O'Neill and Ranfurly, Polepatrick, Carricknakielt Picnic site, Cookstown Main Council Office, Ballyronan and Dungannon Park and fieldwork written up, with initial draft recommendations to enhance biodiversity outlined for each pilot site (Awaiting GIS resources available to digitise fieldwork.) Initial meeting undertaken with suitable designs/templates provided ref in-house production of bee, bird and bat boxes placed Council assets – with a follow up meeting in Q4 to assess production and to determine exact sites and locations for installation.
9. Introduce and pilot the Sustainable NI Sustainability Assessment Tool for capital projects	01/04/23 - 31/03/25	The Council considers the environmental and climate change impact of their					Continued liaising with Sustainable NI, Draft Decision Making Tool circulated to Capital Teams for feedback. Sustainable NI and Derry City & Strabane District Council have

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
		capital projects and seeks to reduce any negative impact found. Also, the Council can increasingly demonstrate that sustainable development and climate change considerations are being integrated in their decision making process around capital projects.					recently been granted funding from Innovate UK Fast Followers Scheme to develop the tool over the next 2 years.

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
10. Submit the Draft Plan Strategy for Independent Examination (IE), which will include policy to protect our environment e.g. including the Sperrins, Lough Neagh and Clogher Valley and; policy, which encourages more sustainable forms of transport, and reduces the need to travel by private vehicles.	01/04/21-01/06/24 (dependent on external timelines)	Submission of Plan Strategy** for IE, which includes policy that will guide, enhance and protect the local environment while encouraging sustainability.					Complete Draft Plan Strategy submitted to Dfl (May 2021) Despite submitting additional supporting information to DFI in Aug 2023 and the latest request for an update on progress being sent to DFI on 10th Jan 2024 the Council still await confirmation of the Departments decision on calling an Independent Examination.
11. Research the application and introduction of alternative fuelled Vehicles/Diverse Plant into Council's Fleet	01/04/23 - 31/03/25	An increase in the Councils low/zero carbon alternative fuel vehicles and greater understanding of the Councils fuel usage over time.					Waiting on information from procurement of a local supplier for HVO (replacement for mineral diesel fuel). A small trial was carried out with an electric vehicle capable of towing, it was not suitable for the purpose needed. Fuel usage continues to be managed by jigsaw
12. Research and develop a Carbon Management Plan	01/04/23-31/05/25	An increase in the energy efficiency of the Councils buildings and greater					2023 DEC's certificates completed and displayed. 2023 carbon report also received for the DEC properties. The development of monitoring

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
		understanding of the Councils heating / electricity usage over time					arrangements Council properties ref impact of: Emissions, Fossil fuel consumption, Energy usage and Source (renewable / fossil) is ongoing - awaiting approval of climate action plan. Annual building heating / electricity Usage Reports 20/21, 21/22, 22/23 completed, 23/24 ongoing.
13. Promote Flexible Working Opportunities to Council Staff	01/04/21-31/03/24	Promote Flexible Working opportunities to Staff and potential job applicants. Reduced carbon emissions related to staff commuting.					Requested information from Finance -annual business mileage by staff. Undertook review of Sustainable Hybrid Working Policy content and to discuss policy at next P&P meeting.
14. Progress to Stage 4 of the NI Climate Adaptation Planning Cycle	01/04/22-31/03/24	Production of a Mid Ulster Council Adaptation plan (including Risk Register, Vision/Aims/Themes,					Continued consultation with Climate NI, 2nd Adaptation workshop planned to take place in Q4 following the preparation of a draft risk register.

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
		Action Plan) approved by Council.					
15. Prepare a Climate Change and Sustainable Development Strategy and Action Plan	01/04/22-31/12/23	Strategic and operational approach to sustainable development and addressing the challenges of climate change.					Draft Action Plan has been presented to SMT in Nov and the Climate Change Working Group in Dec 2023. Work is progressing on the developing the consultation and the Communications strategy for launch. Directorate briefing held with Communities & Place in Dec with Environment scheduled for February.
16. We will research Environmental, Social and Governance ("ESG") principles in the context of the review of the Council's Procurement Policy. Consider whether and how same could be incorporated as to how the Council thinks ESG and buys/procures ESG	01/06/23-31/03/24	Initial awareness throughout the organisation of ESG values, how they might work in practice, what the opportunities and challenges are with ESG and Council having a direction of travel re whether the					Discussed with Sustainable NI (SNI) about delivering some training and they can assist. Linking both SNI and DTNI in together to co-deliver some awareness training hopefully by year end.

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
		Council could think and procure ESG. Collaborating with Communities and Place Directorate on Community Wealth Building as procurement is one pillar within that strategy - DTNI support.					
17. Prepare a report by researching & benchmarking Mid Ulster District Council against other NI and ROI Councils with regards to resources devoted to Sustainability and Climate Change	01/03/23-31/03/24	Gain a greater understanding of the resources other similar organisations are devoting to sustainability & climate change.					Questionnaire (developed for information gathering purposes and discussed with the Sustainable Development Forum to facilitate distribution to all 11 Councils (to be distributed & responses collated in Q4.

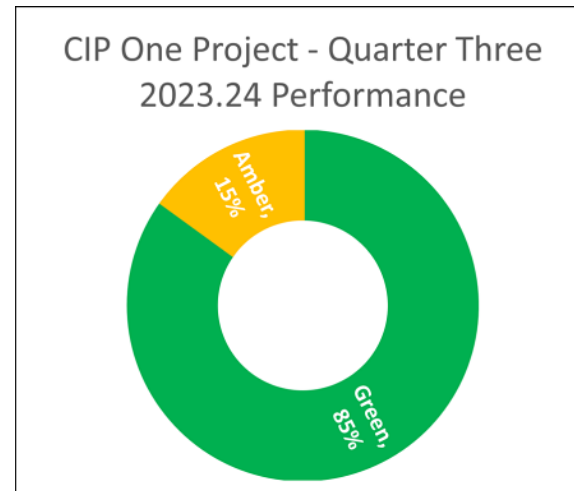
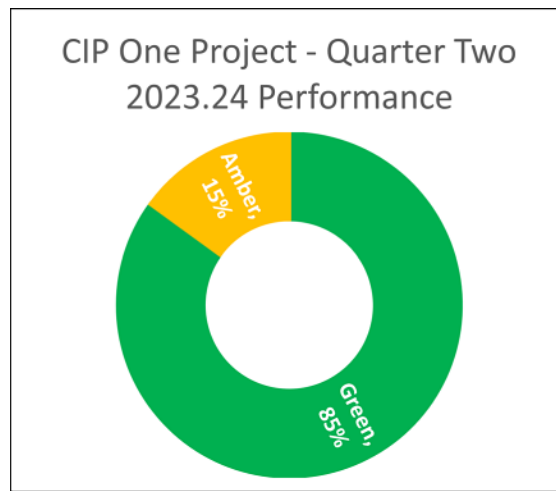
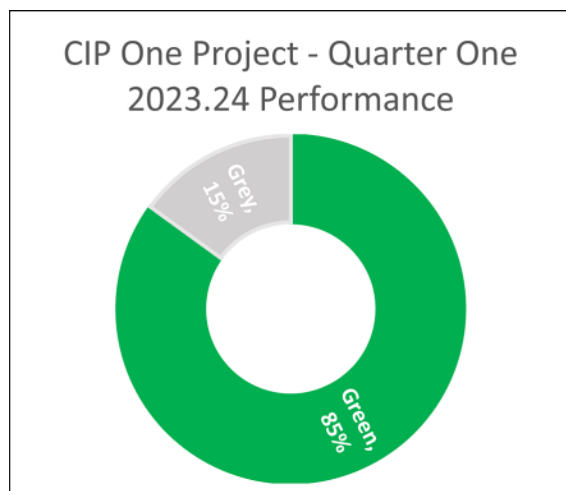
What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
18. Appoint a Net Zero Delivery Officer who will co-ordinate the regional development of both industry-led, sector-specific Net Zero opportunity assessments and action plans that will support the Mid-South West (MSW) region in the transition to Net Zero and. Council Net Zero action plans.	01/07/23-30/06/25	Increased business awareness of the practical steps and opportunities available to realise carbon, energy and cost savings in order to future proof their business.					Officer commenced post on 24/10/2023 and the said Officer currently co-ordinating the planning and delivery of the following actions: 1). At least 90 senior business leaders engaged in breakfast seminars on net zero transition (30 per Council area); 2). Creation of 3 sector specific, industry-led Net Zero Opportunity Assessment Plans (including Agri-food, advanced manufacturing and engineering, and construction); 3). At least 90 (30 per Council area) businesses engaged and with Net Zero baselines established and action plans developed; 4). Develop a Net Zero assessment toolkit and reference materials that are made available to all 27,155 registered businesses in the region via the MSW website; 5) Host quarterly business-focused Net

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
							<p>Zero webinars to disseminate Net Zero learnings; and</p> <p>6) Host 3 business director-level Net Zero strategic business breakfast meetings (one per Council region); and</p>
19. Investigate unused Council land with the potential to be transformed into Urban Green Spaces / Allotments or used for other biodiversity actions like tree planting, wetlands etc.	01/03/23-31/03/25	Gain a greater understanding of the Council Estate, identify unused land and assess their potential to be used for environmental improvement projects and climate action.					<p>Current collation of baseline data. Exploration of linkages with ongoing strategies, pitch, outdoor rec. etc. and a list of Surplus Lands has been forwarded to the capital planning manager (i.e. has been ongoing preparation of site reports of any identified land with regards to their potential for future uses for urban green spaces, allotments, community orchards or used for other biodiversity actions like tree planting, wetlands etc...</p>

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
20. Develop a procurement specification to seek a competent supplier to scope out Mid Ulster for potential blue / green links (infrastructure), investigate potential landowner issues, etc. to aid the development of Active Travel (making journeys by physically active means, like walking or cycling) projects and potentially source external funding.	01/03/23-31/03/25	The potential for Active Travel projects within the district will have been scoped out and a strategic document prepared which will aid in the application for external funding.					Active travel masterplan tender specification completed and advertised and the Contract awarded to SCP Transport after council committee approval in November 2023. Project prestart meeting arranged for 15th January 2024.
21. Co-ordinate the development of an indoor leisure energy user group to identify energy saving opportunities (i.e. low a no-cost measures) across 5 indoor leisure centres: Greenvale Leisure Centre (LC), Cookstown LC, Dungannon LC, Maghera LC and Moneymore Recreation Centre.	01/09/23-31/03/24	Leisure Centres save money and energy as well as reduce their environmental impact through better low and no cost energy management.					The 2nd Meeting of the Energy User Group took place on 13/12/23. From the meeting all 4 main leisure sites have to complete the monthly energy use spreadsheet for oil, electricity & willow (last 6 months 23/24). Water is also going to be included into this spreadsheet Jan/February. This will provide the Leisure section with 4yrs of baseline data, to evaluate and use to assist with future projects to

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
							<p>reduce energy usage/costs, & facility carbon foot-prints going forwarded. Sites have been given access to the main energy provider website, to complete 23/24 figures. Facility inspections are also planned January -March 23, by the energy working teams to highlight potential savings and rank in order of completion. The group has also been asked to develop an inventory of "high energy use" equipment/processes. This will include identifying age, condition, energy consumption use and mandatory servicing requirements. Completed Q4. Investigate the zoning of buildings to get more accurate data, discussions with Nicky Doris early 2024.</p>

Summary Graph for CIP One Project - Performance over Quarter One and Quarter Three 2023/24



Community Plan -:

Infrastructure - We increasingly value our environment and enhance it for our children &

Corporate Plan - :

Environment - We will work to mitigate against the impacts of climate change by taking steps to reduce carbon emissions as an organisation.

CIP TWO OBJECTIVE - - We will ensure a more connected Mid Ulster where new technologies and ways of working, empower citizens to get the best services that matter to them. - 7 Activities: SRO is Assistant Director of Corporate Services and Finance

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
1. Development of digital systems to support the delivery of Financial Services (PHASE - 2)	01/04/22 - 31/03/24	Phase 2 pilot will introduce functionality not previously available to the Council. It will greatly improve; financial controls at remote facilities (e.g. leisure centres). Council will have more efficient and effective financial management information system, providing timely easy access, self-service to financial ledgers, financial information and reporting for all services, with					Report taken to SMT in Dec 23 with a Project Plan. Decision to pause implementation of Contracts/Sourcing module until procurement service review completed and engagement with staff on quotations. This was meant to be first on the plan and so knock on effect of all other actions as consultancy time needs 8 week lead in time. Remaining aspects of Phase 2 to be scoped out and reconsidered with TechOne as a refreshed project plan

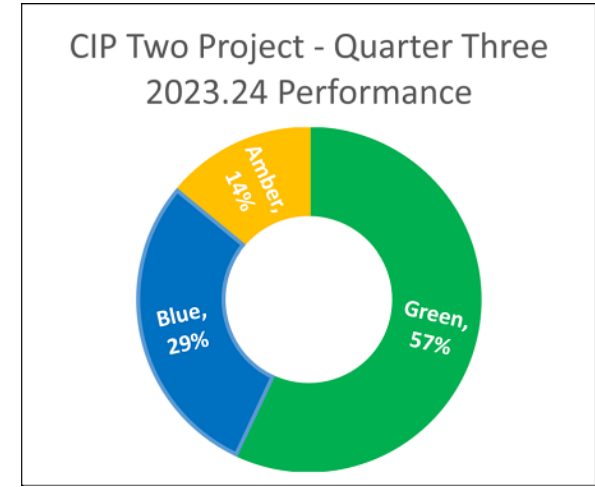
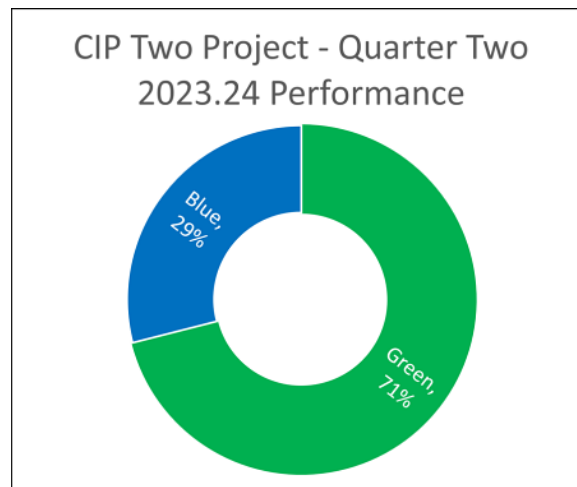
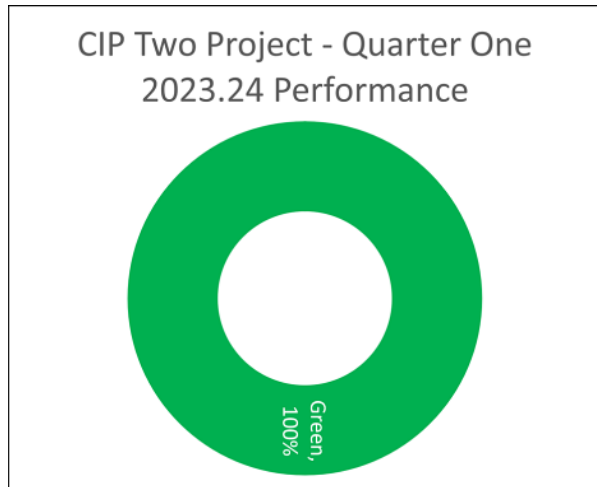
What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
		improved controls and governance leading to overall improved and informed financial decision making					
2. Appointment of Implementation Partner for Council's Digital Transformation Strategy.	01/05/23 – 30/09/23	Implementation of the Council's Digital Transformation Strategy can commence at pace in order to achieve more outcomes within the Strategy and deliver on our Vision of improving services.					<u>COMPLETED:</u>
3. Implement Communication Actions from Digital Transformation Strategy to contribute to a more connected Mid Ulster (e.g. web-site content review and	01/04/23 - 31/04/24	Users can understand our website so that they do not need to contact us if we put the information					Ongoing - revisions are being made to the website on an ongoing basis. A short list of available tools and suitability for use has been completed. An initial email has been

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
introduce e-mail marketing tool).		online and our residents, businesses, and visitors are aware of our activities; trust us because we communicate effectively - via email and social media.					drafted and will be distributed in January 2024.
4. Implement Customer Services Actions from Digital Transformation Strategy. (E.g. collate, review and analyse call handling/journeys to inform utilisation of interactive voice recognition and development of on-line registration).	01/04/23 - 31/07/23	Better understand how our residents, businesses, partners and visitors interact and engage with our services so we can improve outcomes for them and reduce staff process administration process.		5			<u>COMPLETED</u>
5. Implement Digital Infrastructure Actions from Digital Transformation	01/04/23 – 31/03/24	Staff have the connectivity and equipment to work					10g link commissioned and move planned. Teams licensing procurement incorporates additional

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
Strategy (e.g. implement fibre class network connectivity to each of our staff workspaces).		from wherever they need and where their communication is seamless and simplified					licensing for voice integration. Cookstown LC new Cisco phone system implemented January 2024. Maghera LC next in scope. Cookstown LC CLC to act as proof of concept for voice integration in conjunction with "Eir Evo".
6. Delivery of the Digital Transformation Flexible Fund (DTFF: NI programme led by Newry, Mourne & Down District Council). A 3-year grant scheme aimed at supporting micro/small businesses to adopt advanced digital technologies to achieve business transformation.	01/10/23-31/03/24	Sixty Mid Ulster micro/small businesses supported to adopt new digital technologies to transform their business operations by March 2026					Two Operations meetings attended last quarter - (12 to date). No assessment panels as 1st call open 29 Nov23, closing late Jan 24. There were three promotional activities (four to date). Business e-shot & social posts for MUDC Workshop on 22/11/23. Vice Chair attended DTFF Launch Belfast 29/11/23, local press issued w/c 4/12/23. E-shot to MUDC businesses re "call 1" opening. "Call 1" -: Workshop/Briefing Session in MUDC -22/11/23 in Burnavon (17 businesses attended)

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
7. Develop digital accessibility and digital inclusion (by design) guidance and training materials for Council's Digital Transformation team.	01/03/23 – 30/06/24	Accessible design principles included in digital improvements					Meeting with relevant Assistant Director & Digital Consultant completed. Draft guidance further developed and finalised following additional internal consultation with the Comms Team. L&D briefing sessions to form part of overall digital training. User group questionnaire completed for distribution in Q1 2024/25

Summary Graph for CIP Two Project - Performance over Quarter One and Quarter Three 2023/24



CIP2 Project Links to:

Community Plan -:

Economic Growth – We prosper in a stronger and more competitive economy. Infrastructure - We are better connected through appropriate infrastructure

Corporate Plan –

Service Delivery - We will improve services for our citizens through the development and delivery of an innovation agenda.

Economy - We will continue to build on our work to generate business diversification, innovation and expansion and increase employment opportunities.

Communities: - We will support and promote respect for diversity the integration of our minority communities

CIP THREE OBJECTIVE– To create cleaner neighbourhoods, where everyone takes responsibility for their waste and the environment – 7 Activities: SRO is Assistant Director Health, Leisure & Wellbeing

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
1. Continuation of an enhanced anti-littering enforcement approach – Phase 2. (extension of “Walk this Way” scheme in dog fouling ‘hot spots’)	01/04/23-31/03/24	Effective and visible way of responding to anti-social behaviour, resulting in raising awareness of adverse impacts of littering on the environment.					Monitoring conducted at hotspot locations. - (i) Fisherman's Walk, Portglenone (ii) Moneymore Park / High Street (iii) Railway Park Dungannon (iv) Bellaghy Centre / Football Pitches / High School (v) Round Lake, Fivemiletown (vi) Mayogall Road, Gulladuff (vii) Gortgonis Road, Coalisland. Information and advice distributed. Ongoing - is the Options paper pending outcome of preliminary discussions with other councils regarding potential coordinated approach to enforcement provision. Signage being sourced in relation to “Walk this Way” for following sites; Fisherman's Walk, Moneymore Town Centre, Railway Park, Round Lake. Scoping exercise to

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
							be undertaken for baseline results at these locations.
2. Support and promote local community clean-ups and events e.g. Big Spring Clean organised by schools, community groups and sports clubs.	01/04/23-31/03/25	Fifty-five supported "Clean-ups" carried out across Mid Ulster district electoral areas (DEA) involving a range of stakeholders involved including schools, community groups, sports clubs, businesses etc.					100 litter pickers provided and 150 bags of litter lifted in Q3. There were five clean ups by community groups, schools, sports clubs and businesses in Q3. An E-mail promoting Recycle Week sent to all schools and subsequent activities organised. Continued liaising with Love Here Live Here (LHLH) on "Adopt A Spot" Programme. Awaiting update on number of new registrations for Q2 and Q3. There has been a significant proportion of bins currently mapped onto GIS, Environmental Placement Student working with staff on the ground in Magherafelt, Cookstown and Dungannon to increase the number of bins mapped.

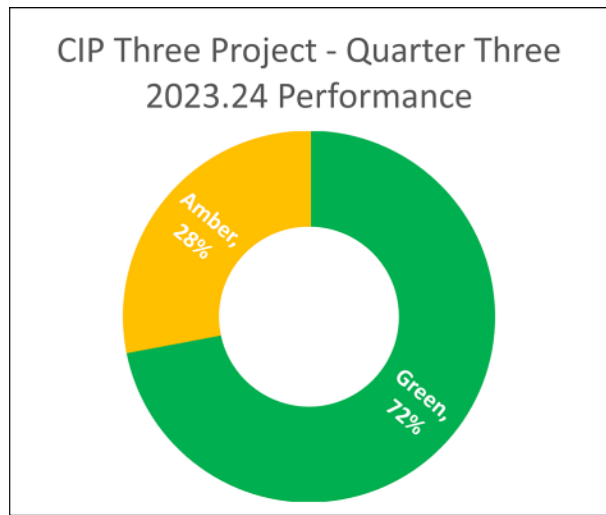
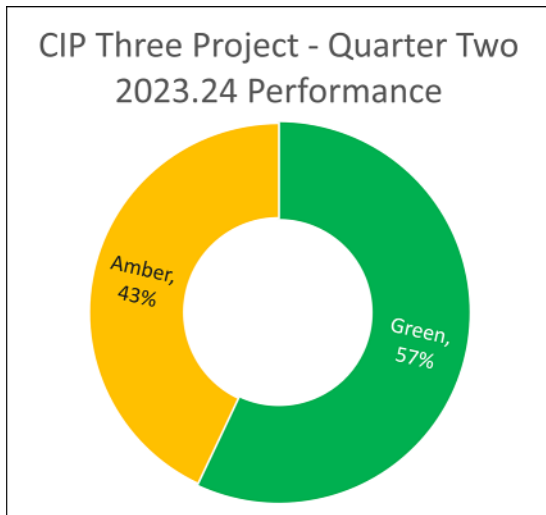
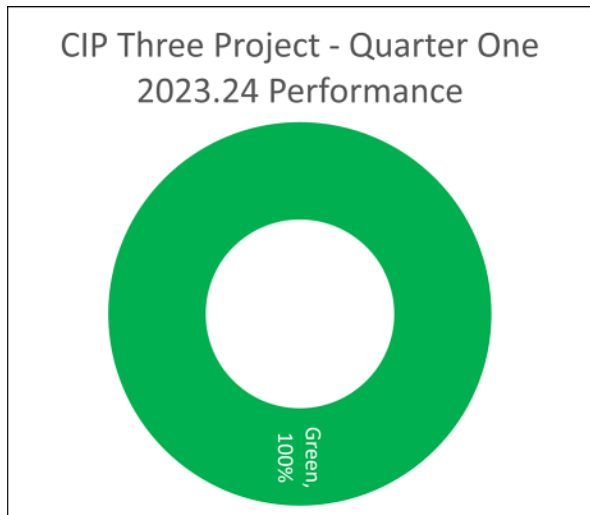
What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
3. Co-ordinated litter/ recycling educational programme in place for participating schools.	01/04/23-31/03/24	Educational programme made available to all primary schools and delivery schedule in place. Increased community involvement and civic pride in participation of Live Here Love Here Small Grants Programme					Forty six school visits / educational talks to groups conducted by Recycling Education Officers in Q3.. Six community events attended with Recycling info stand/games etc. Awaiting progress update from LHLH on completion of the 9 projects awarded Small Grants funding. All 123 schools within the district are still registered. Ongoing communication with those schools due to renew Green Flag in the 2023/24 academic year and those who currently have lapsed awards (more than two years since receiving GF award). Follow up visits and meetings planned with a number of schools currently preparing renewal GF applications

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
4. .Develop, manage and deliver a marketing and communication activity plan 2023/24 (high profile campaigns) aimed at reducing littering and awareness of dog fouling across the district.	01/07/23-31/03/24	Increased public awareness of effects of littering and dog fouling across the District.					Marketing and Communication Plan in place and included:- Recycle Week 2023 - Join the Big Recycling Hunt - (from 5 October – 16 October); Win a Tablet in time for Christmas; (from 9 October – 22 December). International E-Waste Day – (14 October) ; Halloween Recycling Campaign (from 26 – 31 October); Tree Week (30 November). Christmas Recycling Campaign (5 December 23 – 3 January 24). “Don’t mess with Mid Ulster” -Completed. Plans for Q4 include site specific campaign focusing on Windmill Wood. Number of MUDC vehicles with targeted messaging - Design phase ongoing.
5. Develop extended coverage of Forest Schools programme across all seven	01/04/23-31/03/24	Work in partnership to broaden the					Forest Schools - 1 session completed with two schools as

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
District Electoral Area's (DEA's) - DEA's are Carntogher, Clogher Valley, Cookstown, Dungannon, Magherafelt, Moyola, Torrent in Mid Ulster District.		invitation to schools, youth groups to take part in the Forest Schools Programme across the Districts green and blue spaces.					part of staff training. There were 20 attendees at each. Hill of the O'Neill and Ranfurly had Forest school delivered. There are four staff currently engaged in an Open College Network accreditation
6. Continue to raise Parks and Open Green Spaces management standards across Council Properties by attaining one additional Green Flag/Blue Standard award by 2024/25.	01/04/23-31/03/24	Enhancing horticultural, cleanliness, biodiversity, community involvement, and environmental management standards across the Districts recreational spaces.					It has been agreed to forward Roundlake for the green flag award 2024. Environment Directorate Service Standards issued and adopted. Five sites have achieved the green award and one site the Blue award. Play strategy - tranche1 - completed. Tranche 2 & 3 contractor is appointed for the next 14 sites with work scheduled between Jan - May 2024. Tranche 4 of procurement for next batch of sites requiring work

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
							currently being drafted with procurement to be advertised end of Jan 2024. Pitch and Recreational Strategy - Review and finalise of Year 1 action plan. Drafted plan of works. Active Travel (partner scope) - Committee approval gained and partner appointed to complete Active Travel Scoping. Implementation of project with appointed consultant expected during Jan 2024 - project estimated to be completed by Dec 2024
7. Deliver a dereliction and long term vacancy scheme across Mid Ulster Towns and villages subject to securing funding from DAERA and Department for Communities (DfC)		Injecting new life into vacant / derelict properties. Creating new jobs across the district. Encouraging shoppers to physically come					To date - Draft applications was sent to DfC in June 2023 for review and comment. A meeting with DfC & MUDC planned in August 2023 to take forward. Further research and meeting with officers from Armagh, Banbridge and Craigavon

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
		into towns and villages.					<p>Council was undertaken, A meeting was held with Department for Communities in August 2023</p> <p>The Dereliction Project is currently on hold; A Contract of Funding from DfC has been signed to the value of £200,000 towards Mid Ulster Town “Spruce Up Scheme”. Quotation has been issued for the services of a Chartered Architect to deliver and manage the scheme (closes 12 January for submissions). Eligible occupied and vacant properties located within the Area Plan Boundary for each of the four towns (Dungannon, Cookstown, Magherafelt & Coalisland) may apply for up to £4,000 towards minor internal</p>



What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
			Green	Amber	Amber		and/or external improvements to the properties.

Summary Graph for CIP Three Project - Performance over Quarter One and Quarter Three 2023/24

CIP3 Project Links to:

Community Plan -:

Infrastructure- We increasingly value our environment and enhance it for our children.

Education and Skills - Our People are better qualified and more skilled

Economic Growth - Our towns and villages are vibrant & competitive

CIP3 Project Cont.

Corporate Plan –

Environment - We will continue to promote and protect our environment through our environmental and anti-littering programmes of education, awareness raising and enforcement.

Communities - We will open up & sustain accessible pathways to participation in leisure/outdoor rec. activities, which enhance health & well-being by providing hi quality, accessible facilities in local communities and through programmes tailored to community need.

Communities - We will continue to support the sustainable development of our parks/forests/green-spaces, together with outdoor assets, including walking and cycling trails & water recreation.

Communities - We will open up & sustain accessible pathways to participation in leisure/outdoor rec. activities, which enhance health & well-being by providing hi quality, accessible facilities in local communities and through programmes tailored to community need.

Economy - We will continue to build on our work to generate business diversification, innovation and expansion and increase employment opportunities.

CIP FOUR OBJECTIVE - We will contribute to the ongoing regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people. – 4 activities: SRO is Head of Technical Services

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
1. Undertake the Project management of Council's current committed live Capital Works Programme 2023 - 2027 with an indicative spend < £26m.	01/04/23-31/03/24	Contribute to the ongoing regeneration of our district.					<p>Monthly Reports presented to Environment Committee on:</p> <ol style="list-style-type: none"> 1. Technical Services led Capital Projects status % progress /spend issues. T 2. Technical Services led Capital Projects on Integrated Supply Team contracts (IST) in relation to the 2023/2027 Capital Framework. 3. Current position and number of ICT contract(s)/awards in terms of costs incurred to date, and risk that may impact programme costs / delivery

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
							<p>4. Capital Projects potential scoping projects to Environment Committee</p> <p>Annual report of Council's capital programme will be submitted. Capital Board Meetings scheduled on monthly basis and reported to Council every 3 months by Capital Team. Additional staff resources have commenced to uptake posts (remainder in place by Q3). This will assist to further develop the web page information to highlight MUDC Investing in Mid Ulster Capital Project delivery Planned and Completed throughout the year (some staff still to be appointed)</p>

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
2. Develop a skills/competency matrix/ tool to map required and desired skills for capital projects team/client services teams and conduct training/development programmes to optimise efficiencies and workflows by April 2024.	01/04/23-31/03/24	Streamline processes for efficiency compromises within the capital projects team through staff development.					Additional staff allocated to resource the Capital led projects and review required to prioritise Staff resources have been stretched and unable to deliver on the development of training Plans for Technical Services and Client Service Teams and this is now scheduled for Q1 of the 2024/25 year. Current HoS due to leave in Jan 24 and this will give time for replacement to review and progress. Capital Team have delivered awareness sessions on the new Capital Framework and reporting structures. Review scheduled at year end of 2023/24 as planned
3. Research, develop and promote clear precise communication plan containing information on Council's Rolling programme	01/04/23-31/03/24	Members of Public better informed regarding up-to-date information					Recruitment process completed July 2023 , it was expected that 50% staff in place with the remainder to arrive in Q3 end i.e. December 2023, this was

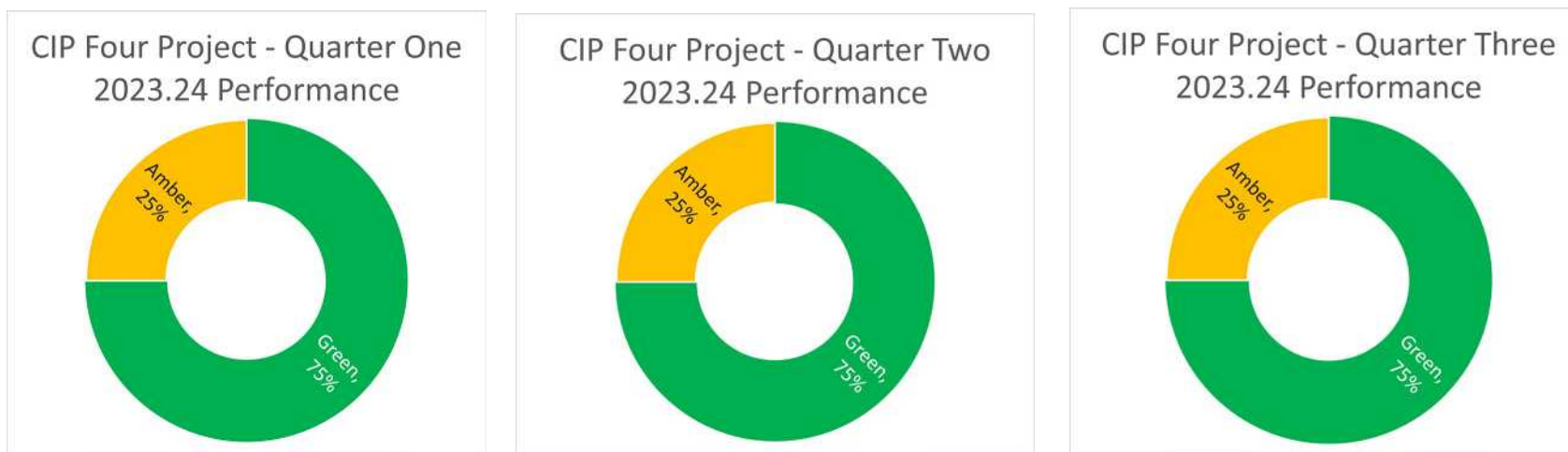
What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
of Capital projects that is their progression and delivery to members of the public across Council's communication channels.		reference Council's Capital Programmes Projects across District					unfortunately missed with still 1 vacancy role to be filled. currently anticipated this gap will be filled with Agency by March 2024. Comms and ICT Meeting held with view to get more information after the summer break and new staff allocated to the resource requirement. THIS IS STILL ONGOING giving the staffing pressures encountered. Anticipated this will be progressed in Q1 for 24/25 year. It was anticipated that the new staff would carry out the research of communication engagement, however there is some slippage here (it is considered to be within tolerance) due to awaiting of appointments of staff. The New Capital Programmes communication plan to be reviewed and implemented i.e. Capital Planning Board Meet on a

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
							<p>monthly basis with the Environment committee reported on a quarterly basis - Report issued 14th November 2023. Monthly meetings to be scheduled with Capital Planning Team - Ongoing process. Research has been completed for 3D images and pilot carried out for Small Settlements Programme - (Bellaghy) and MUSA Capital Project procurement exercise for same to be reviewed with Procurement Team for expansion of same - this has now been completed as a pilot. The development of the Communication Plan for Launch Q4 2023/24 is in effect still awaiting all staff appointments and will be based in capital committee reports. This has slipped due to staff vacancies still</p>

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
							exist in Department and now scheduled for Q1 24/25.
4. Create Standardised Accessibility and Inclusivity guidance materials for Council's Capital Projects	01/04/23-31/03/24	Standardised Accessibility and Inclusivity principles for Capital Projects					Meeting Scheduled with Ann McAleer before end of Q2 was held for further discussion on the guidance on Accessibility for Capital Projects – also discussed “the principles”. A planned rollout on the Learning & Development to be programmed Will engage user groups and generate feedback. Accessibility Audits to be undertaken pre/post completion on Capital Projects and report to Client Service Teams. This will be led by the Capital Development Manager

What are we going to do?	Timescale	Outcomes - What difference will it make?	Status				Comments
			Q1	Q2	Q3	Q4	
							and will commence in Q1 of the 24/25 year.

Summary Graph for CIP Four Project - Performance over Quarter One and Quarter Three 2023/24



CIP4 Project Links to:

Community Plan

Economic Growth - We prosper in a stronger and more competitive economy.

Education and Skills -Our People are better qualified and more skilled.

Vibrant and Safe Communities- We have a greater value and respect for diversity.

Corporate Plan –

Economy - We will continue to identify opportunity sites for development proposals and to deliver against existing plans for other key strategic sites (including Ann Street, Dungannon and the former Maghera High School site).

Service Delivery- We will invest in in our people to create a customer-focused, purposeful, skilled, high-performing, engaged, healthy & safe workforce.

Service Delivery - We will improve services for our citizens through the development and delivery of an innovation agenda.

Communities - We will support and promote respect for diversity the integration of our minority communities.

Mid Ulster District Council

Statutory & Corporate Performance

Improvement Indicators

Q1 to Q3 - Nine Month Progress Report

2023 – 2024

Performance Measures 2023 to 2024 - 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

Work is continuing within the Local Government Performance Improvement Working Group on the development of an overarching regional benchmark framework for Northern Ireland Councils, however due to the Covid-19 Pandemic this has been somewhat delayed. Average Days Lost p.a. (due to sickness absence) and prompt payments performance data, has been supplied by the Department for Communities. 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 Improved	Performance Remained Same	Performance Declined
↑	↔	↓

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

* Councils have been asked to report on both old & new standards (new is 153 jobs promoted -awaiting NI Executive ratification into legislation), this will replace the current 210 jobs standard.

ED1: TIME SERIES GRAPH - The number of jobs promoted through business start-up activity from April 2016 to December 2023								Quarter	**Standard	Achieved	Trend	Status using*153																																																																														
<p>No. of Jobs Promoted through Business Start-Up activity - 2016 to Quarter Three 2023</p> <table border="1"> <caption>Data for Time Series Graph</caption> <thead> <tr> <th>Year/Quarter</th> <th>Jobs Promoted</th> </tr> </thead> <tbody> <tr><td>Q1 16.17</td><td>70</td></tr> <tr><td>Q2 16.17</td><td>70</td></tr> <tr><td>Q3 16.17</td><td>70</td></tr> <tr><td>Q4 16.17</td><td>45</td></tr> <tr><td>Yr End 16.17</td><td>256</td></tr> <tr><td>Q1 17.18</td><td>65</td></tr> <tr><td>Q2 17.18</td><td>60</td></tr> <tr><td>Q3 17.18</td><td>45</td></tr> <tr><td>Q4 17.18</td><td>50</td></tr> <tr><td>Yr End 17.18</td><td>223</td></tr> <tr><td>Q1 18.19</td><td>40</td></tr> <tr><td>Q2 18.19</td><td>45</td></tr> <tr><td>Q3 18.19</td><td>55</td></tr> <tr><td>Q4 18.19</td><td>65</td></tr> <tr><td>Yr End 18.19</td><td>204</td></tr> <tr><td>Q1 19.20</td><td>50</td></tr> <tr><td>Q2 19.20</td><td>45</td></tr> <tr><td>Q3 19.20</td><td>45</td></tr> <tr><td>Q4 19.20</td><td>45</td></tr> <tr><td>Yr End 19.20</td><td>185</td></tr> <tr><td>Q1 20.21</td><td>25</td></tr> <tr><td>Q2 20.21</td><td>30</td></tr> <tr><td>Q3 20.21</td><td>30</td></tr> <tr><td>Q4 20.21</td><td>40</td></tr> <tr><td>Yr End 20.21</td><td>126</td></tr> <tr><td>Q1 21.22</td><td>40</td></tr> <tr><td>Q2 21.22</td><td>40</td></tr> <tr><td>Q3 21.22</td><td>40</td></tr> <tr><td>Q4 21.22</td><td>40</td></tr> <tr><td>Yr End 21.22</td><td>163</td></tr> <tr><td>Q1 22.23</td><td>45</td></tr> <tr><td>Q2 22.23</td><td>40</td></tr> <tr><td>Q3 22.23</td><td>35</td></tr> <tr><td>Q4 22.23</td><td>40</td></tr> <tr><td>Yr End 22.23</td><td>169</td></tr> <tr><td>Q1 23.24</td><td>40</td></tr> <tr><td>Q2 23.24</td><td>40</td></tr> <tr><td>Q3 23.24</td><td>40</td></tr> </tbody> </table>								Year/Quarter	Jobs Promoted	Q1 16.17	70	Q2 16.17	70	Q3 16.17	70	Q4 16.17	45	Yr End 16.17	256	Q1 17.18	65	Q2 17.18	60	Q3 17.18	45	Q4 17.18	50	Yr End 17.18	223	Q1 18.19	40	Q2 18.19	45	Q3 18.19	55	Q4 18.19	65	Yr End 18.19	204	Q1 19.20	50	Q2 19.20	45	Q3 19.20	45	Q4 19.20	45	Yr End 19.20	185	Q1 20.21	25	Q2 20.21	30	Q3 20.21	30	Q4 20.21	40	Yr End 20.21	126	Q1 21.22	40	Q2 21.22	40	Q3 21.22	40	Q4 21.22	40	Yr End 21.22	163	Q1 22.23	45	Q2 22.23	40	Q3 22.23	35	Q4 22.23	40	Yr End 22.23	169	Q1 23.24	40	Q2 23.24	40	Q3 23.24	40	Q3 2023/24	210 jobs/*153 jobs	*0	↓	Red
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Q4 2022/23	210 jobs/*153 jobs	43	↑	Green																																																																																						
ANALYSIS: MORE IS BETTER.																																																																																										
<p>No jobs were promoted during this quarter.</p> <p>*There has been no start up support in place since the end of GoForIt (30 Sept 2023). The new 'Go Succeed' Service, which is designed to provide start up support, became operational in mid Dec 2023.</p> <p>This was due to delays with procuring the new regional Contractor and mobilising the new Contract delivery process. - (Belfast City Council) is the lead Council. In DfE's letter dated 12 May 2022, they advised that, "...as the Amendment Order was not ratified due to the Executive's collapse, DfE require Councils to report using both programme and statutory targets in self-assessment returns and improvement".</p>																																																																																										
ACTION PLAN:																																																																																										
<p>DfE are content to work with Councils to develop new, more appropriate Performance Indicators for the Service, other than Jobs, and advised (via email 7 Sept 23) that they are aware of the "background to the development of the ESS and issues around the targets. Our position remains the same as you've set out below. We understand that there is likely to be a gap in delivery which will impact upon achievement of targets, this is essentially unavoidable, and we accept that targets may not be achieved in full". Given the delayed start for the new Service, the Jobs Promoted target may not be achieved in most of the 11 Council areas.</p>																																																																																										
Comparat or(annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23																																																																																			
NI Councils Average	208	159	164	157	129	169	161																																																																																			
<p>Lead Officer: Fiona Mc Keown Assistant Director Economic Development, Tourism and Strategic Programmes. 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 successor Programme</p>																																																																																										

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

P1: TIME SERIES GRAPH - Major applications processed from date valid to decision or withdrawn within an average of 30 weeks April 2016 to December 2023								Quarter	Standard	Achieved	Trend	Status																																										
<p>P1 - Average Processing Time Major Applications Weeks - 2016 to December 2023</p> <table border="1"> <caption>Data for P1 - Average Processing Time Major Applications</caption> <thead> <tr> <th>Year/Quarter</th> <th>Average Processing Time (Weeks)</th> </tr> </thead> <tbody> <tr><td>Yr End 2016/17</td><td>69</td></tr> <tr><td>Q2 16/17</td><td>73.6</td></tr> <tr><td>Q4 16/17</td><td>73.6</td></tr> <tr><td>Q1 17/18</td><td>73.6</td></tr> <tr><td>Q3 17/18</td><td>44.4</td></tr> <tr><td>Yr End 2017/18</td><td>44.4</td></tr> <tr><td>Q2 18/19</td><td>64.7</td></tr> <tr><td>Q4 18/19</td><td>64.7</td></tr> <tr><td>Q1 19/20</td><td>64.7</td></tr> <tr><td>Q3 19/20</td><td>64.7</td></tr> <tr><td>Yr End 2019/20</td><td>64.7</td></tr> <tr><td>Q2 20/21</td><td>73.2</td></tr> <tr><td>Q4 20/21</td><td>73.2</td></tr> <tr><td>Q1 21/22</td><td>74.1</td></tr> <tr><td>Q3 21/22</td><td>74.1</td></tr> <tr><td>Yr End 2021/22</td><td>74.1</td></tr> <tr><td>Q2 22/23</td><td>88</td></tr> <tr><td>Q4 22/23</td><td>88</td></tr> <tr><td>Q1 23/24</td><td>68.1</td></tr> <tr><td>Q3 23/24</td><td>68.1</td></tr> </tbody> </table>								Year/Quarter	Average Processing Time (Weeks)	Yr End 2016/17	69	Q2 16/17	73.6	Q4 16/17	73.6	Q1 17/18	73.6	Q3 17/18	44.4	Yr End 2017/18	44.4	Q2 18/19	64.7	Q4 18/19	64.7	Q1 19/20	64.7	Q3 19/20	64.7	Yr End 2019/20	64.7	Q2 20/21	73.2	Q4 20/21	73.2	Q1 21/22	74.1	Q3 21/22	74.1	Yr End 2021/22	74.1	Q2 22/23	88	Q4 22/23	88	Q1 23/24	68.1	Q3 23/24	68.1	Q2 2023/24	30 weeks	69.4 weeks	↔	
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Q1 2023/24	30 weeks	73 weeks	↓																																																			
Q4 2022/23	30 weeks	52.5 weeks	↑																																																			
<p>ANALYSIS: LESS IS BETTER. . Unvalidated date for Q3 shows again 69.4 weeks for Processing times for Major applications. What does this mean? Whilst not meeting target, We issued 3 Major decisions in Q3 and have been able to maintain Q2's performance. Comparison with last year same reporting period - An improvement from 73.4 weeks for same reporting period last year.</p>																																																						
<p>ACTION PLAN: Whilst Major processing times remain below target it does show improvement over previous Quarter 1. Some challenges lie ahead with internal team restructuring which will result in Major applications being brought back into the Local District Teams.</p> <p>Whilst we have issued 3 decisions in Q3 this has not been at the expense of worsening our performance. Moving in Q4 will we feel begin to show what the performance impacts have been as part of the restructuring referred to above.</p>																																																						
Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23																																															
NI Council Average	69	50	59	52.8	61.4	49.8	57.8																																															
<p>Lead Officer: Director 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)].</p>																																																						

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

P2: TIME SERIES GRAPH - Average processing time of Local Planning Applications from date valid to decision or withdrawn within an average of 15 weeks from April 2016 to December 2023								Quarter	Standard	Achieved	Trend	Status											
<p>P2 - Average Processing Time Local Applications in Weeks 2016 to December 2023</p>								Q3 2023/24	15 weeks	16.1	↑	Red											
								Q2 2023/24	15 weeks	17.2	↓	Red											
								Q1 2023/24	15 weeks	15.7	↑	Yellow											
								Q4 2022/23	15 weeks	22.8	↓	Red											
<p>ANALYSIS: LESS IS BETTER. .</p> <p>Performance on processing times for Local applications is making continuous improvement but still remains just over the target of 15 weeks.</p> <p>Comparison with last year same reporting period: Processing times have reduced from 22.8 weeks to 15.7 weeks.</p>								<p>ACTION PLAN: Continued focus is required by the teams to meet the target.</p>															
<table border="1"> <thead> <tr> <th>Comparator (annual)</th> <th>2016/17</th> <th>2017/18</th> <th>2018/19</th> <th>2019/20</th> <th>2020/21</th> <th>2021/22</th> <th>2022/23</th> </tr> </thead> <tbody> <tr> <td>NI Council Average</td> <td>16.2</td> <td>15.2</td> <td>14.8</td> <td>14.0</td> <td>17.8</td> <td>17.2</td> <td>19</td> </tr> </tbody> </table>													Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	NI Council Average	16.2	15.2
Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23																
NI Council Average	16.2	15.2	14.8	14.0	17.8	17.2	19																
<p>Lead Officer: Director 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: TIME SERIES GRAPH – Percentage of planning Enforcement Cases Processed within 39 weeks from April 2016 to December 2023								Quarter	Standard	Achieved	Trend	Status
								Q3 2023/24	70%	Not Available	NA	
								Q2 2023/24	70%	47.7%	↓	
								Q1 2023/24	70%	76.2%	↑	
								*Q4 2022/23	70%	48.4%	↑	
								<p>ANALYSIS: MORE IS BETTER. .</p> <p>Performance has slipped from achieving our target in Q1 to 47.70%. During this period the Enforcement module on our new planning portal went live, which took time from the case officers assessment of non-priority cases and affected performance. There is no management data available yet for Q3.</p>				
<p>ACTION PLAN:</p> <p>Action is required to refocus the team so as to improve performance following the "go live" of the Enforcement module online.</p>								<p>Comparison with last year same reporting period: Performance has dropped from the same quarter last year from 54.50% to 47.70%.</p>				
Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23					
NI Council Average	80.7%	77%	81%	81.4%	69.9%	70.4%	Not available					
<p>Lead Officer: Director 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.</p>												

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

W1: TIME SERIES GRAPH - The % of household waste collected by District Councils that is sent for recycling (including waste prepared for reuse) from April 2016 to Dec. 2023								Quarter	Standard	Achieved	Trend	Status
								Q3 2023/24	*50%	**Not Available	NA	
								Q2 2023/24	*50%	62.89	↑	
								Q1 2023/24	*50%	60%	↑	
								Q4 2022/23	*50%	55.2%	↑	
								<p>ANALYSIS: MORE IS BETTER. .</p> <p>During quarter two there was 62.89% or 12,163 tonnes recycled, this is a 2.89% increase from quarter one which yielded a 60% or 11,526 tonnes recycled.</p> <p>Comparison with last year, same reporting period: Increase of 1,447 tonnes.</p>				
<p>ACTION PLAN:</p> <p>Maintain Management</p> <p>*NILAS scheme to December 2020. -Awaiting new standards</p>												
Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23					
NI Council Average	44.4%	48.1%	50%	51.9%	50.7%	50.1%	50.7%					
<p>Lead Officer Strategic Director Environment - Purpose of Pl. : 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)</p>												

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

W2: TIME SERIES GRAPH - The amount (tonnage) of Biodegradable Local Authority Collected Municipal Waste that is landfilled from April 2016 to December 2023	Quarter	Standard	Achieved	Trend	Status																
<p>W2 - The Amount (Tonnage) of Biodegradable Local Authority Collected Municipal Waste that is Landfilled 2016 to Dec. 2023</p>	Q3 2023/24	NA	*Not Available	NA																	
	Q2 2023/24	NA	90 tonnes																		
	Q1 2023/24	NA	265 tonnes																		
	Q4 2022/23	NA	347 tonnes																		
<table border="1"> <thead> <tr> <th>Comparator (annual)</th> <th>2016/17</th> <th>2017/18</th> <th>2018/19</th> <th>2019/20</th> <th>2020/21</th> <th>2021/22</th> <th>2022/23</th> </tr> </thead> <tbody> <tr> <td>NI Council Average</td> <td>18,580 tonnes</td> <td>15,572 tonnes</td> <td>13,938 tonnes</td> <td>11,480 tonnes</td> <td>NA</td> <td>NA</td> <td>NA</td> </tr> </tbody> </table>	Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	NI Council Average	18,580 tonnes	15,572 tonnes	13,938 tonnes	11,480 tonnes	NA	NA	NA	<p>ANALYSIS: LESS IS BETTER. There has been a reduction of 175 tonnes from quarter one to quarter two in year, that is from 265 tonnes (Q1) to 90 tonnes in Q2. Comparison with last year, same reporting period: 215 tonnes less</p>				
	Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23													
NI Council Average	18,580 tonnes	15,572 tonnes	13,938 tonnes	11,480 tonnes	NA	NA	NA														
<p>ACTION PLAN: Maintain Management</p>																					
<p>Lead Officer Strategic Director Environment. Purpose of PI: Meet Statutory Targets -Local Authority collected Municipal Waste as defined in section 21 of the Waste Emissions Trading Act 2003 (c)</p>																					

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

W3: TIME SERIES GRAPH - The amount (tonnage) of Local Authority Collected Municipal Waste Arisings from April 2016 to December 2023								Quarter	Standard	Achieved	Trend	Status
<p>W3 -Amount (Tonnage) of Local Collected Municipal Waste Arisings 2016 to Dec. 2023</p>								Q3 2023/24	NA	Not Available	NA	
								Q2 2023/24	NA	22,060 tonnes	↑	
								Q1 2023/24	NA	21,697 tonnes	↓	
								Q4 2022/2	NA	18,388 tonnes	↑	
								<p>ANALYSIS: LESS IS BETTER.</p> <p>There was a reduction in Q1 (21,697 tonnes) to Q2 (22,060 tonnes) Comparison with last year, same reporting period: 1,853 tonnes more</p>				
								<p>ACTION PLAN:</p> <p>Maintain management</p>				
Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23					
NI Council Average	89,636 tonnes	88,892 tonnes	90,021 tonnes	90,817 tonnes	NA	NA	NA					
<p>Lead Officer Strategic Director Environment. Purpose of PI : Meet Statutory Targets - Local Authority collected Municipal waste arisings is the total amount of local authority collected municipal waste which has been collected by a district Council</p>												

STATUTORY INDICATOR & STANDARD Ref. No. CORP 01: - MORE IS BETTER

CORP 01: TIME SERIES GRAPH - Prompt Payment- 90% of invoices paid within 30 day target April 2016 to December 2023								Quarter	Standard	Achieved	Trend	Status															
<p>90% of Invoices paid within 30 days 2016 to December 2023</p>								Q2 2023/24	90%	100%	↔	Green															
								Q2 2023/24	90%	100%	↔	Green															
								Q1 2023/24	90%	100%	↑	Green															
								Q4 2022/23	90%	99%	↔	Green															
<p>ANALYSIS: MORE IS BETTER. .</p> <p>Q3 outturn of 100% is the same as Q1 & Q2 performance and is up on 99% for the same quarter last year and is in excess of target. It is also good to report that the number of invoices being paid within 10 days now sits at 99% for Q3 an increase of 1% from quarter two.</p>																											
<table border="1"> <thead> <tr> <th>Comparator (annual)</th> <th>2016/17</th> <th>2017/18</th> <th>2018/19</th> <th>2019/20</th> <th>2020/21</th> <th>2021/22</th> <th>2022/23</th> </tr> </thead> <tbody> <tr> <td>NI Council Average</td> <td>84%</td> <td>82%</td> <td>86%</td> <td>86%</td> <td>89.5%</td> <td>90.01%</td> <td>89.25%</td> </tr> </tbody> </table>								Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	NI Council Average	84%	82%	86%	86%	89.5%	90.01%	89.25%	<p>ACTION PLAN: Maintain Management</p>			
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NI Council Average	84%	82%	86%	86%	89.5%	90.01%	89.25%																				
<p>Lead Officer: JJ Tohill Strategic Director of Corp Service/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-ni.gov.uk 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</p>																											

STATUTORY INDICATOR & STANDARD Ref. No. CORP 02: - MORE IS BETTER

CORP 02: TIME SERIES GRAPH - 90% Freedom Of Information requests responded to within 20 days from April 2016 to December 2023								Quarter	Standard	Achieved	Trend	Status																																																																
<p>90% of FOI Requests responded to within 20 days 2016 to December 2023</p> <table border="1"> <caption>Data for Time Series Graph</caption> <thead> <tr> <th>Time</th> <th>% of FOI Requests</th> </tr> </thead> <tbody> <tr><td>Q1 16.17</td><td>75%</td></tr> <tr><td>Q2 16.17</td><td>80%</td></tr> <tr><td>Q3 16.17</td><td>85%</td></tr> <tr><td>Yr. End 16.17</td><td>83%</td></tr> <tr><td>Q1 17.18</td><td>80%</td></tr> <tr><td>Q2 17.18</td><td>85%</td></tr> <tr><td>Q3 17.18</td><td>83%</td></tr> <tr><td>Yr. End 17.18</td><td>83%</td></tr> <tr><td>Q1 18.19</td><td>85%</td></tr> <tr><td>Q2 18.19</td><td>90%</td></tr> <tr><td>Q3 18.19</td><td>88%</td></tr> <tr><td>Yr. End 18.19</td><td>86%</td></tr> <tr><td>Q1 19.20</td><td>88%</td></tr> <tr><td>Q2 19.20</td><td>90%</td></tr> <tr><td>Q3 19.20</td><td>88%</td></tr> <tr><td>Yr. End 19.20</td><td>88%</td></tr> <tr><td>Q1 20.21</td><td>85%</td></tr> <tr><td>Q2 20.21</td><td>88%</td></tr> <tr><td>Q3 20.21</td><td>87%</td></tr> <tr><td>Yr. End 20.21</td><td>87%</td></tr> <tr><td>Q1 21.22</td><td>85%</td></tr> <tr><td>Q2 21.22</td><td>88%</td></tr> <tr><td>Q3 21.22</td><td>88%</td></tr> <tr><td>Yr. End 21.22</td><td>88%</td></tr> <tr><td>Q1 22.23</td><td>88%</td></tr> <tr><td>Q2 22.23</td><td>92%</td></tr> <tr><td>Q3 22.23</td><td>92%</td></tr> <tr><td>Yr. End 22.23</td><td>92%</td></tr> <tr><td>Q1 23.24</td><td>88%</td></tr> <tr><td>Q2 23.24</td><td>86%</td></tr> <tr><td>Q3 23.24</td><td>86%</td></tr> </tbody> </table>								Time	% of FOI Requests	Q1 16.17	75%	Q2 16.17	80%	Q3 16.17	85%	Yr. End 16.17	83%	Q1 17.18	80%	Q2 17.18	85%	Q3 17.18	83%	Yr. End 17.18	83%	Q1 18.19	85%	Q2 18.19	90%	Q3 18.19	88%	Yr. End 18.19	86%	Q1 19.20	88%	Q2 19.20	90%	Q3 19.20	88%	Yr. End 19.20	88%	Q1 20.21	85%	Q2 20.21	88%	Q3 20.21	87%	Yr. End 20.21	87%	Q1 21.22	85%	Q2 21.22	88%	Q3 21.22	88%	Yr. End 21.22	88%	Q1 22.23	88%	Q2 22.23	92%	Q3 22.23	92%	Yr. End 22.23	92%	Q1 23.24	88%	Q2 23.24	86%	Q3 23.24	86%	Q3 2023/24	90%	86%	↓	Red
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<p>ANALYSIS: MORE IS BETTER. .</p> <p>Reflecting on the requests received to the end of Q3, council has received 323 valid FOI requests - with 113 received in Q3. In assessing our Cases, 49 are non-compliant to date out of the 323 cases, i.e. they did not meet the 20 day statutory period for response. However, in looking further of the 49 cases referenced they have nonetheless received a response from Council albeit outside the 20 day period. for Q3, 16 of the 113 FOI cases were not responded to within the 20 day period equating to an overall 86% success rate. As in previous quarters Council is continuing to maintain a high standard in responding to FOIs whilst there has been a marginal slippage when compared to Q2 it is still within tolerance of the meeting the target of responding to 90% of FOIs within 20 days. The no. of FOI cases received on same reporting period last year is up by 16 cases from the same reporting period/Qtr. for 2022-23. This being the case the attainment is nonetheless only 4% points below the 90% threshold/target to meet the standard.</p>																																																																												
<p>ACTION PLAN:</p> <p>Measures continue to include: Qtrly. reporting on attainment to SMT/Senior Officers identifying trends on where, from which Service areas, responses are not being made within the 20 day threshold. Utilisation of the CRM to log, assign, track, & make responses to FOI requests. Use of the CRM to calculate attainment/success rates across Directorates and Services</p>																																																																												
Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23																																																																					
NI Council Average	*Not Available	*Not Available	*Not Available	*Not Available	*Not Available	*Not Available	*Not Available																																																																					
<p>Lead Officer: Philip Moffett Assistant Director OD, Strategy & Performance - 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</p> <p>*statistics in N Ireland Councils:- data is not currently available – awaiting agreed Nireland regional framework</p>																																																																												

STATUTORY INDICATOR & STANDARD Ref. No. CORP 03: - LESS IS BETTER

CORP 03: TIME SERIES GRAPH - Lost time Rate Absence of 5% or less from April 2016 to December 2023	Quarter	Standard	Achieved	Trend	Status		
<p style="text-align: center;">Percentage of Lost Time Sickness Absence =>5% 2016 to Q3 2023</p>	Q3 2023/24	=>5%	6.67%	↓			
	Q2 2023/24	=>5%	5.42%	↓			
	Q1 2023/24	=>5%	5.0 %	↑			
	Q4 2022/23	=>5%	5.41%	↑			
<p>ANALYSIS: LESS IS BETTER.</p> <p>The % Loss Rate for Q3 is 6.67% which is an increase of 1.25% since Q2 and is also a slight increase compared to 6.26% for the same period last year. The top three reasons for sickness in this Q3: Stress, depression and fatigue syndrome - 19.78% (579 days lost). Infections – 17.17% (502.6 days lost). Other sickness – 17.17% (502.53 days lost). The main reason for the increase from Q2 to Q3 is due to the increase in Other Sickness (hospitalisation, general debility etc.) which increased by 111.03days and stress related absences which also increased by 174days. Infections also remain high during Q3 due to the seasonal illnesses during this time of year. We have supported staff through this by reimbursing the cost of their Flu vaccine. During Q3 it's important to note that approximately 50 staff received Health Checks from Cancer Focus with more checks planned.</p>							
<p>ACTION PLAN:</p> <p>Moving into Q4 we are planning to relaunch the Health & Wellbeing Committee and will be promoting H&W across the council through various initiatives. The HR department will also be working closely with managers to provide further absence training to support them through the absence management process. This will begin with the environment directorate and will then be rolled out across MUDC...</p>							
Comparator (annual)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
NI Council Average	Not Available	Not Available	Not Available	6.46%	4.79%	Not Available	Not Available
<p>Lead Officer: M Canavan Strategic Director OD, Strategy & Performance - 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</p>							

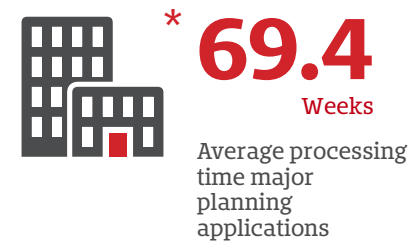
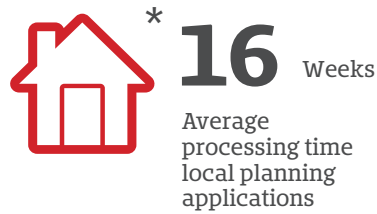


Corporate Health Indicators

Statistics available ending December 2023

Mid Ulster District Council

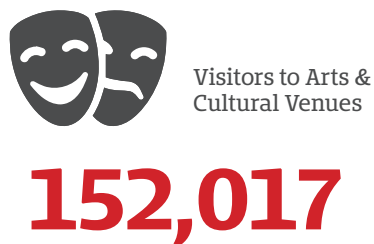
Economy



Waste Management



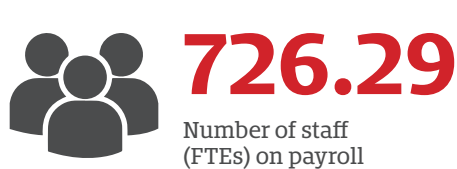
Council Facilities



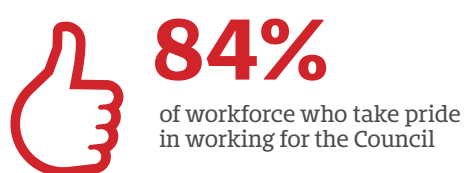
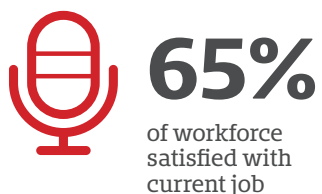
Better Responses



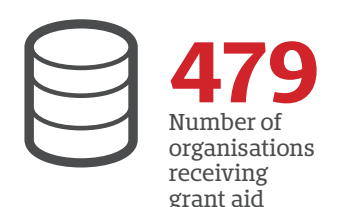
Staffing



Engaged Workforce



Finances



Report on	Report of Civic Recognition Working Group January 2024
Date of Meeting	8 th February 2024
Reporting Officer	Joseph McGuckin, Head of Strategic Services & Engagement
Contact Officer	Joseph McGuckin, Head of Strategic Services & Engagement

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 the outworking's of the most recent Civic Recognition Working Group meeting held on 16 th January 2024.
2.0	Background
2.1	The Civic Recognition Working Group met on 9 th & 31 st August 2023 to consider and approve a consideration paper highlighting the approach for Mid Ulster District Council Awards type evenings to include Business & Environment Awards, Sports Awards and Art, Culture & Civic Achievement Awards.
2.2	It was agreed that in this financial year we will run one Pilot Sports Awards. We will in turn take the learning from this in advance of roll out of the other Awards nights the following year.
2.3	This received full Council approval on 28 th September 2024.
3.0	Main Report
3.1	The Staff Officer Working Group had met on numerous occasions to pull together a full plan for the Mid Ulster Sports Awards following subsequent approval at Council.
3.2	The most recent meeting of the Civic Recognition Working Group was held on 16 th January 2024. (Report of this meeting is attached as Appendix 1)
3.3	Working Group Members were provided with an Update paper on 18 th January 2024 following the CRWG meeting. (attached as Appendix 2)
3.4	Members in attendance were provided with a full update paper on the Mid Ulster Sports Awards. The following items were discussed: <ul style="list-style-type: none"> • Date & Venue – 26th March 2024, Burnavon Arts Centre, Theatre Style to allow larger numbers to attend event.

	<ul style="list-style-type: none"> • Catering – It was agreed to provide high end buffet style food e.g canapes on arrival to the event in advance of taking your seat in auditorium. A drinks reception was also discussed but the importance of ensuring this was well supervised by Burnavon staff team. • Design & Branding – Design & Branding has been worked up by the Marketing & Communications team with a star theme rolling throughout all the event. Members complimented the design and branding. • Awards – 8 Cups would be provided to the 8 award winners on the night, and these would be specially engraved and held onsite in some of our Leisure facilities. We have looked at several local suppliers regarding designing a specific unique award linked to Mid Ulster Council area but this has proven quite difficult. We have sourced a Star Crystal Award which fits with branding around the Mid Ulster Sports Awards and discussed the Mid Ulster Business Card as an additional option for the Nominees/Winner. It was agreed that we would explore further local suppliers within Mid Ulster area with a view to create an award which could be designed and considered moving forward for all the MUDC Award ceremonies. • MC - Thomas Niblock (BBC Sports Commentator) would be MC for the event. Thomas resides in the Mid Ulster District Council area and has a great knowledge of all sports. He is also very familiar with a lot of our local sporting talent within Mid Ulster Council area. • Production – High end production including photographs of nominees, some videography on night and interviews with various nominees and overall winners on night. This will provide us with good footage to publicise the success of the event after the night. • Mid Ulster Sports Awards Criteria – was discussed and was agreed to include to either participate and/or reside within Mid Ulster Council area to be all inclusive. Clarity also to be provided around allowing individuals/clubs to nominate to each of the eight award categories. • Mid Ulster Sports Awards Nomination Form was discussed and agreed. • Assessment Panel - All nominations will be assessed by MUDC Sports Awards Selection Committee within Council which will consist of an independent representative from Sport Northern Ireland along with 2 Senior Council Officers. The nominations will be assessed against a scoring matrix which has been developed for each of the sports awards criteria. • Launch of the Mid Ulster Sports Awards 2024 - It was agreed to launch on the 22nd January 2024 with a Photograph with Chair of Council and Thomas Niblock. The nomination process will run for 2 weeks with a view to extending the process for an additional 3rd week. • Support Chairs Chosen Charities - It was agreed that we would accept charitable donations on the evening for the Chairpersons chosen charity at Mid Ulster Sports Awards.
4.0	Other Considerations
4.1	<p>Financial, Human Resources & Risk Implications</p> <p>Financial: N/A</p> <p>Human: Officer time</p> <p>Risk Management: N/A</p>

4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	Recommendation(s)
5.1	It is recommended that Members note the contents of the Civic Recognition Working Group on the Mid Ulster Sports Awards.
6.0	Documents Attached & References
	Appendix 1: Report of Civic Recognition Working Group 16 th January 2024 Appendix 2: Update Paper for Civic Recognition Working Group 18 th January 2024

Report of Civic Recognition *Working* Group of Mid Ulster Council held on *Monday 16th January 2024 by virtual means.*

Attendees **Members:** Councillor D McPeake*, Molloy*, McLernon*, Bell*, Corry*, Robinson*, Brown*, Burton*
Officers: AM Campbell*, (DCE/SD: ENV), J McGuckin* (HoSSE), J Hobson* (Executive Officer)

Apologies Councillor Mallaghan and McLean

AGENDA	MATTERS AGREED	ACTIONS & RESPONSIBILITY
1.0	Report of meeting held on 31 August 2023	
	Members noted the report of the Civic Recognition Working Group held on 31 August 2023	
2.0	Mid Ulster Sports Awards – Members Update Paper	
	<p>Considerations for Mid Ulster Sports Awards</p> <ul style="list-style-type: none"> • Date and Venue; • Catering Options; • Design & Branding; • Awards; • MC & Production on Night; • Mid Ulster Sports Awards Criteria; • Mid Ulster Sports Awards Nomination Paper; • Assessment Panel; • Date of Launch of the Mid Ulster Sports Awards; <p>AGREED: Members Update Paper circulated and agreed (Appendix 1). In addition to this</p>	

	<ul style="list-style-type: none"> (i) Theatre style in auditorium allowing maximum numbers to attend. (ii) Smart Casual Dress code (iii) Catering – Agreed High Quality Buffet style food on arrival. A drinks reception was also discussed with a view to ensuring appropriate controls where in place re: supervision by staff. (iv) Awards – Discussion around design of a Mid Ulster Civic Award by a local Mid Ulster manufacturer. It was explained that this has proven difficult, and we have spoken to a number of suppliers. It was agreed that we may need more time with a view to design and completion of this in line with future award ceremonies. (v) Mid Ulster Sports Awards Criteria <ul style="list-style-type: none"> - Ensure to include to either participate and/or reside within Mid Ulster Council area to be all inclusive. - Clarity around the allowing individuals/clubs to nominate to each of the eight award categories (vi) Launch of Mid Ulster Sports Awards to take place on 22nd January 2024 with a photoshoot with Chair of Council and Thomas Niblock. (vii) Consider opportunity for Donations on the evening for the Chair of Councils Chosen Charities. (viii) An update Paper be circulated to members in advance of the Launch of the Mid Ulster Sports Awards. 	<ul style="list-style-type: none"> (i) HoSSE (ii) Officers & Members
4.0	Date of Next Meeting	
	AGREED: Working group reconvene in February 2024	
Meeting concluded at 6.00pm		



Mid Ulster District Council
**SPORTS
AWARDS**



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Update for Members

Following meeting of the Civic Recognition Working Group on 16th January 2023 I have updated information pack on what was agreed.

1) Date & Venue Agreed

Mid Ulster Sports Awards 2024

Date: 26th March 2024

Venue: Burnavon Theatre, Cookstown

Capacity: Theatre Style (347)

Dress: Smart Casual

2) Catering

It was agreed that we would provide quality high end buffet style food e.g canapes etc on arrival in exhibition area of the Burnavon prior to taking your seat in Auditorium. We are currently looking at the options available to us in this regard. This will give people the opportunity to mingle prior to the event and will change the overall feel of the event. A Drinks reception on arrival was also discussed and was agreed to proceed ensuring that this is well supervised by staff as there could be some u18s at the evening.

3) Design & Brand

We have been working with our Marketing & Communications team to come up with the required design and branding for the Mid Ulster District Council Sports Awards. The theme agreed is a star theme as displayed on front cover of pack which we hope to follow through to our Awards handed out on the evening. Members complimented the graphics and branding and acknowledged the work of staff in pulling this together.

4) Awards

We have agreed to present 8 cups for the 8 Award winners listed as per the MU Sports Awards Criteria. These cups will be specially engraved and held onsite in some of our Leisure Facilities and will be used each year and engraved going forward. We have looked at several local suppliers regarding designing a specific unique award linked to Mid Ulster Council area but this has proven quite difficult. I have attached a few samples of what has been offered from local suppliers in **Appendix 3**. We have sourced a Star Crystal Award which fits with branding around the Mid Ulster Sports Awards and discussed the Mid Ulster Business Card as an additional option for the Nominees/Winner. It was agreed that we would explore further local suppliers within Mid Ulster area with a view to create an award which could be designed and considered moving forward for all the MUDC Award ceremonies.

5) MC

It was agreed that Thomas Niblock (BBC Sports Commentator) would be MC for the event. Thomas resides in the Mid Ulster District Council area and has a great knowledge of all sports. He is also very familiar with a lot of our local sporting talent within Mid Ulster Council area.

6) Production

On the night we aim to put on a high-end production. This will include Photographs of nominees, some videography on the night and interviews will take place with the various nominees and overall winners. This will provide us with some good footage to publish following the event to promote the event and each of the award winners to celebrate their success.

7) Mid Ulster District Council Sports Awards Criteria

The Mid Ulster District Council Sports Awards Criteria has been drafted up and is available attached as **Appendix 1**.

8) Mid Ulster District Council Sports Awards Nomination Form

The Mid Ulster District Councils Sports Awards Nomination Form will be freely available for the public to nominate on our online channels and is very straightforward to use. We also will accept hard copy nomination forms. Please see attached a Draft nomination form as **Appendix 2**.

9) Assessment Panel

All nominations will be assessed by MUDC Sports Awards Selection Committee within Council which will consist of an independent representative from Sport Northern Ireland along with 2 Senior Council Officers. The nominations will be assessed against a scoring matrix which has been developed for each of the sports awards criteria.

10) Launch Mid Ulster District Council Sports Awards 2024

It was agreed to launch the Mid Ulster District Council Sports Awards on the 22nd January 2024 with a Photograph with Chair of Council and Thomas Niblock. The nomination process will run for 2 weeks with a view to extending the process for an additional 3rd week.

11) Support Chairs Chosen Charities

It was agreed that we would accept charitable donations on the evening for the Chairpersons chosen charity at Mid Ulster Sports Awards.

Mid Ulster District Council Sports Awards 2024

Nomination Criteria

1. Nominations are welcome from sports clubs, physical activity groups, schools and members of the public across the eight award categories for teams and individuals, coaches, officials and volunteers.
2. All nominees must participate and/or reside within the Mid Ulster District Council area.
3. Nominations are confined to performance/achievements between 1st January 2023 – 31st December 2023.
4. The nominee must be involved in a sport whose governing body is recognised by Sport Northern Ireland, Sport Ireland, or UK Sport.
5. Anyone who may have received Civic Recognition in 2023 year is still eligible to be nominated for the MUDC Sports Awards in conjunction with dates above as this is the first year of MUDC Sports Awards.
6. All teams/individuals can complete one nomination in each of the eight categories available.
7. Nominations will close on 5th February 2024
8. Mid Ulster District Council reserves the right to move nominees to other categories if they deem them to be more relevant or create new categories as required.
9. Nominations will be assessed by the MUDC Sports Awards Selection Committee which will consist of an independent representative from Sport Northern Ireland. Where necessary and appropriate the Committee will seek advice from external sources.

Nomination Guidelines

Detailed information should be provided about the nominees sporting performance and/or outstanding sporting achievements between 1st January and 31st December 2023.

Only information contained within the nomination form will be used for assessment. Please ensure to populate the nomination form providing detailed information on the criteria requested providing as much detail as possible as all nominations will be scored against set criteria.

The Categories are as follows:

- **Sports Person of the Year Award**

This award recognises the highest achieving sports person (over 18). The Sports Person of the Year should have achieved at a high level, show strong leadership, set a good example, and uphold high behavioural and sporting standards. They should go above and beyond in support for, and participation in, their sport.

Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's strong leadership, going above and beyond, level of commitment to their sport (training schedule, dedication), opportunities taken to develop and other contributions to roles such as mentor, coach, or club ambassador.

- **Young Sports Person of the Year Award (18 and under)**

This award recognises the highest achieving sports person (18 and under). The Young Sports Person of the Year should have achieved at a high level, show strong leadership, set a good example and uphold high behavioural and sporting standards. They should go above and beyond in support for, and participation in, their sport.

Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's strong leadership, going above and beyond, level of commitment to their sport (training schedule, dedication), opportunities taken to develop and other contributions to roles such as mentor, coach, or club ambassador.

- **Sports Person of the Year Award (Disability)**

This award recognises sports people with a disability. Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's level of commitment to their sport (training schedule, dedication), challenges that have been overcome, opportunities taken to develop and other contributions to roles such as mentor, coach or club ambassador.

- **Team of the Year Award**

This award recognises the most successful sports team of the year in terms of performance and achievement. Nomination forms should specify the achievements of the team during the year, including any standout individual achievements, obstacles overcome and excellent co-operation in working towards a shared goal. Teams may have achieved excellence at club, county, regional, national, or international level.

- **Club of the Year Award**

This award recognises success in all areas of a club. The nomination form should highlight how the club has succeeded in performance and achievement, leadership, participation, sustainability and development and connection with the wider community.

The Nomination Form should include details of a Club's achievements in terms of teams and individuals, the range of demographics, level of activity, any new innovate

developments, commitment to the continuous development of members, coaches, volunteers and opportunities for non-players and non-members to participate.

- **Coach of the Year Award**

This category recognises unpaid coaches who have made an outstanding contribution to coaching. This can be either through getting more people involved in local sport, or by working with athletes at a high level and achieving club or athlete success working with potential recognition at national/international level. Nomination forms should include details of the level and range of achievements, progress and development and commitment to coaching eg hours, mentoring, support provided.

- **Volunteer of the Year Award**

This category recognises Volunteers who have given an invaluable contribution with their sport as an administrator, coach or official. A volunteer is described as someone who does not get paid for their services but may be reimbursed for out-of-pocket expenses. Nomination forms should include details of the progress and development this volunteer has brought to the club and the range of achievements it has resulted in.

- **Unsung Hero of the Year Award**

This category recognises an unsung hero. The Unsung Hero award celebrates volunteers who make a positive impact in their community by enabling participation in grassroots sports. This person has achieved great things yet is not normally celebrated or recognised. Nomination forms should include details of the level and range of contributions to club life and connections with the wider community.

As this is the first year of the Mid Ulster District Council Sports Awards anyone who may have received Civic Recognition in 2023 year is still eligible to be nominated for the MUDC Sports Awards.

As part of the media production on the evening we will require photos of the nominee and any video footage of them in action (high quality).

These can be emailed to nichola.clarke@midulstercouncil.org or uploaded as part of the online application form.

Photographs and video footage will also be taken on the night for publicity purposes.

**The Awards evening will be held on Tuesday 26th March 2024 in
The Burnavon Arts Centre, Cookstown.**

Mid Ulster District Council

SPORTS
AWARDS



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix 2

Mid Ulster District Council Sports Awards 2024

Nomination Form

Nominations close 5th February 2024

Please submit this form by email to nichola.clarke@midulstercouncil.org
Or at any of our main Council Offices for the attention of Nichola Clarke.

Categories

The following categories are open for nominations. All teams/individuals can complete one nomination in each of the eight categories available.

Sports Person of the Year Award

This award recognises the highest achieving sports person (over 18). The Sports Person of the Year should have achieved at a high level, show strong leadership, set a good example, and uphold high behavioural and sporting standards. They should go above and beyond in support for, and participation in, their sport.

Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's strong leadership, going above and beyond, level of commitment to their sport (training schedule, dedication), opportunities taken to develop and other contributions to roles such as mentor, coach, or club ambassador.

Young Sports Person of the Year Award (18 and under)

This award recognises the highest achieving sports person (18 and under). The Young Sports Person of the Year should have achieved at a high level, show strong leadership, set a good example and uphold high behavioural and sporting standards. They should go above and beyond in support for, and participation in, their sport.

Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's strong leadership, going above and beyond, level of commitment to their sport (training schedule, dedication), opportunities taken to develop and other contributions to roles such as mentor, coach, or club ambassador.

Sports Person of the Year Award (Disability)

This award recognises sports people with a disability. Nomination forms should include details of all sporting achievements, including competitions and honours at club, county, regional, national, and international levels. The form should include an indication of the nominee's level of commitment to their sport (training schedule, dedication), challenges that have been overcome, opportunities taken to develop and other contributions to roles such as mentor, coach or club ambassador.

Team of the Year Award

This award recognises the most successful sports team of the year in terms of performance and achievement. Nomination forms should specify the achievements of the team during the year, including any standout individual achievements, obstacles overcome and excellent co-operation in working towards a shared goal. Teams may have achieved excellence at club, county, regional, national, or international level.

Club of the Year Award

This award recognises success in all areas of a club. The nomination form should highlight how the club has succeeded in performance and achievement, leadership, participation, sustainability and development and connection with the wider community.

The Nomination Form should include details of a Club's achievements in terms of teams and individuals, the range of demographics, level of activity, any new innovative developments, commitment to the continuous development of members, coaches, volunteers and opportunities for non-players and non-members to participate.

Coach of the Year Award

This category recognises unpaid coaches who have made an outstanding contribution to coaching. This can be either through getting more people involved in local sport, or by working with athletes at a high level and achieving club or athlete success working with potential recognition at national/international level. Nomination forms should include details of the level and range of achievements, progress and development and commitment to coaching eg hours, mentoring, support provided.

Volunteer of the Year Award

This category recognises Volunteers who have given an invaluable contribution with their sport as an administrator, coach or official. A volunteer is described as someone who does not get paid for their services but may be reimbursed for out-of-pocket expenses. Nomination forms should include details of the progress and development this volunteer has brought to the club and the range of achievements it has resulted in.

Unsung Hero of the Year Award

This category recognises an unsung hero. The Unsung Hero award celebrates volunteers who make a positive impact in their community by enabling participation in grassroots sports. This person has achieved great things yet is not normally celebrated or recognised. Nomination forms should include details of the level and range of contributions to club life and connections with the wider community.

Your Details

Please ensure that you provide us with **your full contact details**, including email address and telephone number. This information will be used in case we need to contact you for any clarification or additional information about your nomination.

Name

Address

Postcode

Email

Telephone

Your Nomination

Please ensure that you provide up-to-date contact information for the person/team that you are nominating and please print their name as it should appear on certificate. We will use this information to inform the nominee of their nomination and to issue invitations to the Awards Ceremony.

1. Please indicate whether you are nominating an individual or group:

Individual Group

2. Please identify the category you wish to make the nomination for:

- Sports Person of the Year Award
- Young Sports Person of the Year Award (18 and under)
- Sports Person of the Year Award (Disability)
- Team of the Year Award
- Club of the Year Award
- Coach of the Year Award
- Volunteer of the Year Award
- Unsung Hero of the Year Award

3. Name of individual or team you are nominating.

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4. Correspondence address

.....

5. Postcode

.....

6. Telephone

.....

7. Email

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Please confirm that the individual or team you are nominating participate and reside within Mid Ulster District Council area.

I confirm the nominee participates and/or resides in the Mid Ulster District Council area.

Please tick this box to confirm that the nominee is aware of this nomination.

I confirm the nominee is aware of this nomination.

The following information will be assessed by the panel when shortlisting nominations.

The Assessment panel can only assess your nomination based on the information contained within this nomination form. Any prior knowledge will not be taken into consideration.

When scoring each nomination submission, the panel will refer to the detailed Mid Ulster Sports Criteria which can be found online at midulstercouncil.org/sportsawards.

Reason for nomination

Please refer to the award eligibility criteria at midulstercouncil.org/sportsawards and state your reasons for nominating.

Please provide details of the nominees' achievements or success during the calendar year 2023.

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Local Suppliers – Awards Samples

Castle Award Samples



Castle Award Samples



Island Turf Craft Sample



Heraldic Craft Sample (Carved in Oak the MU Area)

