



06 October 2022

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 Council Offices, Circular Road, Dungannon, BT71 6DT on Thursday, 06 October 2022 at 19:00 to transact the business noted below.

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

Yours faithfully

Adrian McCreesh  
Chief Executive

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## AGENDA

### OPEN BUSINESS

1. Notice of Recording  
This meeting will be webcast for live and subsequent broadcast on the Council's You Tube site [Live Broadcast Link](#)
2. Apologies
3. Declarations of Interest  
Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.
4. Chair's Business

### Matters for Decision

- |    |  |       |
|----|--|-------|
| 5. | Capital Discretionary Grant              | 3 - 4 |
| 6. | Gortgonis Health and Wellbeing Hub       |       |
| 7. | Request to Illuminate Council Properties | 5 - 6 |
| 8. | Member Services                          |       |

### Matters for Information

- |   |  |        |
|---|--|--------|
| 9 | Policy & Resources Committee minutes of adjourned meeting held on 8 September 2022 | 7 - 10 |
|---|--|--------|

- |    |  |         |
|----|--|---------|
| 10 | Policy & Resources Minutes of Meeting held on Tuesday<br>20 September 2022 | 11 - 16 |
| 11 | IT Service Plan Update   | 17 - 20 |

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

Matters for Decision

12. Council Organisational Structure: Proposal
13. Land and Property Update
14. ICT Fees Management Update – RDP and VEP Programmes
15. Staffing Matters for Decision
16. Procurement of Valuation Services

Matters for Information

17. Policy & Resources Confidential Minutes of Meeting held on  
Tuesday 20 September 2022
18. Staffing Matters for Information
19. Financial Report for 5 months ending 31 August 2022
20. Contracts and DAC Update
21. FFNI Project Update

<b>Report on</b>	Capital Discretionary Grant
<b>Date of Meeting</b>	6 <sup>th</sup> October 2022
<b>Reporting Officer</b>	Claire Linney, Assistant Director of Development
<b>Contact Officers</b>	Philip Clarke - Community Services Manager

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

<b>1</b>	<b>Purpose of Report</b>
1.1	Capital Discretionary Grant - to seek approval for use of reserve capital funding
<b>2</b>	<b>Key Issues</b>
2.1	<p><b>Capital Discretionary Grant 2022 – 2023</b></p> <p>At the Development Committee of September 2022, a total of 5 community regeneration capital projects were presented for approval as part of the Council Capital Discretionary Grant. These are as follows:  Naomh Colm Cille: Ballwall, Walkway, Fencing, Pitch, and Club Works  Clonoe Rural Development: New Full Size Football Field  Dungannon Swifts: New 3G Pitch  Clogher Valley Rugby Club: Upgrade of Club Premises/Grounds  Moortown GAC: Upgrade of Changing &amp; Community Gym</p> <p>The annual budget allocation from the capital fund is £150,000 per annum. The allocation per group, as part of the funding of last resort to allow the project to proceed is £50,000 per project. The total allocation required to allow the groups to move forward with their project under the Capital Discretionary Grant is £250,000.</p> <p>In 2021 – 2022, the full allocation was not expended, due to Covid 19 and a delay in the ability for groups/clubs to fundraise for the development of their community facilities. A total of £50,000 was allocated of the full £150,000 budget; the remaining went into reserves.</p> <p>Development Committee agreed to approve the five community capital schemes, due to the impact they will have to their local communities and the match funding secured of £2,195,000, a return of 9:1 investment to the development of local facilities. This agreement was subject to approval by the Policy and Resources Committee to release the £100,000 from reserves that was previously agreed for the Discretionary Capital grant aims and objectives.</p>

<b>3.1</b>	<p data-bbox="236 230 983 264"><b>Financial, Human Resources &amp; Risk Implications</b></p> <p data-bbox="236 302 373 336">Financial:</p> <p data-bbox="236 374 890 407">Financial contribution £100,000 from reserves</p> <p data-bbox="236 454 347 521">Human: NA</p> <p data-bbox="236 566 504 633">Risk Management: NA</p>
<b>4</b>	<p data-bbox="236 712 751 745"><b>Screening &amp; Impact Assessments</b></p> <p data-bbox="236 752 799 819">Equality &amp; Good Relations Implications: NA</p> <p data-bbox="236 864 603 931">Rural Needs Implications: NA</p>
<b>5</b>	<p data-bbox="236 976 523 1010"><b>Recommendations</b></p>
5.1	<p data-bbox="236 1048 687 1081">Members are recommended to;</p> <p data-bbox="236 1126 1362 1160">Capital Discretionary Grant - to seek approval for use of reserve capital funding</p>
<b>6</b>	<p data-bbox="236 1200 663 1234"><b>List of Documents Attached</b></p>
	<p data-bbox="236 1272 316 1305">None</p>

<b>Report on</b>	Request to Illuminate Council Property – October 2022
<b>Date of Meeting</b>	Thursday 6 October 2022
<b>Reporting Officer</b>	P Moffett, Assistant Director Org. Development Strategy & Performance
<b>Contact Officer</b>	Eileen Forde, Member Support Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
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"> <li>• Dyslexia Awareness(NI)</li> <li>• Postural Orthostatic Tachycardia Syndrome (POTS)</li> <li>• Diabetes UK (Northern Ireland)</li> </ul> <p>Details on request received are set out below.</p>
<b>2.0</b>	<b>Background</b>
2.1	The Council has a policy and procedural arrangements in place to facilitate the illuminating/lighting-up of its designated properties from requests made by charitable organisations for charitable causes. The designated properties are the Bridewell, the Burnavon and Ranfurly.
2.2	The policy confirms that requests are considered by the Council's Policy 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.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The Council has received correspondence from organisations as detailed below 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"> <li>• Thursday 8 October 2022, International Dyslexia Day: Turquoise</li> <li>• Tuesday 25 October 2022, POTS Awareness Day: Purple</li> <li>• Monday 14 November 2022, World Diabetes Day: Blue</li> </ul>

	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.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Not applicable
	Human: Not applicable
	Risk Management: Not applicable
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: Council policy and procedural arrangements have been referred to.
	Rural Needs Implications: Not applicable
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Committee considers making recommendation to light up the designated properties on the dates specified to mark: <ul style="list-style-type: none"> <li>• Thursday 8 October 2022, International Dyslexia Day: Turquoise</li> <li>• Tuesday 25 October 2022, POTS Awareness Day: Purple</li> <li>• Monday 14 November 2022, World Diabetes Day: Blue</li> </ul>
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	Not Applicable

**Minutes of Meeting of Policy and Resources Committee of Mid Ulster District Council held on Thursday 8 September 2022 in the Council Offices, Ballyronan Road, Magherafelt and by Virtual Means**

**Members Present**

Councillor S McAleer, Chair

Councillors Ashton, Buchanan, Cuddy, Doris\*, Elattar\*, Forde, Gildernew\*, Kearney, S McGuigan, McKinney, McLean, Molloy and Quinn\*

**Officers in Attendance**

Mrs Campbell, Strategic Director of Environment  
Mr Kelso, Director of Public Health & Infrastructure  
Mr Tohill, Strategic Director of Corporate Service and Finance (SD: CSF)  
Mr Moffett, Assistant Director of Organisation Development, Strategy and Performance\*\* (AD: ODSP)  
Ms McNally, Assistant Director of Finance, Legal, Governance and Transformation\*\* (AD: CSF)  
Mr O'Hagan, Head of ICT  
Mrs Grogan, Democratic Services Officer

**Others in Attendance**

Councillor Burton\*\*\*

\* Denotes members present in remote attendance

\*\* Denotes Officers present by remote means

\*\*\* Denotes others present by remote means

The meeting commenced at 7.03 pm.

The Chair, Councillor S McAleer acknowledged the news today regarding the passing of the Queen and advised that she would invite members to speak under Chair's Business after housekeeping rules.

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

**PR154/22 Notice of Recording**

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

**PR155/22 Apologies**

Councillor Totten.

## **PR156/22    Declarations of Interest**

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

## **PR157/22    Chairs Business**

The Chair invited members of the DUP to speak.

Councillor McLean thanked the Chair for the opportunity to speak and made the following statement on behalf of the DUP:

*Members it is with great sadness that we have just learnt of the death Her Majesty the Queen.*

*Her Majesty has been a steadfast and unshakeable Head of State for the United Kingdom and the Commonwealth.*

*Her gracious approach has been a constant throughout our lives.*

*In 1952 during her first Christmas broadcast Queen Elizabeth II asked the nation to pray “that God may give me wisdom and strength to carry out the solemn promises I shall be making, and that I may faithfully serve Him and you, all the days of my life.”*

*Today we mourn Her Majesty’s death, but we do so with tremendous honour for one who served God and her people faithfully.*

*Her Majesty led by example in Northern Ireland and reached out the hand of friendship to help with the reconciliation process. We are duty bound to build on that foundation.*

*Today we pray for the Royal Family as they mourn the passing of a mother, grandmother and great-grand-mother.”*

*I therefore propose that we adjourn the meeting tonight as a mark of respect on the death of Her Majesty the Queen.*

The Chair invited members of the UUP to speak.

Councillor McKinney thanked the Chair for the opportunity to speak and made the following statement on behalf of the UUP:

*Members we have all lost someone which was near and dear to us.*

*On the way to the meeting tonight I just learnt of the passing of Our Majesty.*

*She seen out 15 Prime Ministers in her lifespan and served us all well, it didn’t matter what background people came from and maybe sometimes people may not agree.*



*I share the faith of Her Majesty the Queen and the example she had set towards the Christians over her lifespan, which has been one second to none.*

*I just want to give thanks for her life, give thanks for her example and at this time pray for her family when they were so much in the public eye, for today this day of mourning and for the days that lay ahead. I just trust and pray that God will be there to support them and for their protection in these days.*

*I would just like to second Councillor McLean's proposal to adjourn tonight's meeting as a mark of respect and give those time to control their thoughts. For those in the days that lie ahead, there's deep sadness as we mourn the loss of Our Majesty the Queen.*

The Chair invited members of the SDLP to speak.

Councillor Kearney thanked the Chair for the opportunity to speak and made the following statement on behalf of the SDLP:

*Members on behalf of the SDLP we offer our condolences to the Queen's immediate family firstly. She performed her duties with great resilience and unbroken service and her loss will be profound at both home and abroad.*

*I would also agree to the adjournment of tonight's meeting.*

The Chair advised that she had no problem with adjourning tonight's meeting and sought members' agreement.

Members were all in agreement to adjourn tonight's meeting as a mark of respect.

**Resolved** That it be recommended to Council to adjourn tonight's meeting as a mark of respect on the passing of Our Majesty the Queen.

**PR158/22 Duration of Meeting**

The meeting was called for 7 pm and concluded at 7.12 pm.

## 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.

## Minutes of Meeting of Policy and Resources Committee of Mid Ulster District Council held on Tuesday 20 September 2022 by Virtual Means (Reconvened)

<b>Members Present</b>	Councillor S McAleer*, Chair  Councillors Ashton*, Buchanan (5.12 pm)*, Cuddy*, Elattar*, Gildernew*, Kearney*, S McGuigan*, McKinney (5.08 pm)*, McLean*, S McPeake*, Molloy*
<b>Officers in Attendance</b>	Mr McCreesh, Chief Executive** Mrs Campbell, Strategic Director of Environment** Mrs Canavan, Strategic Director of Organisation Development, Strategy and Performance (SD: ODSP)** Mrs Dyson, Head of Human Resources (HoHR)** Mr Tohill, Strategic Director of Corporate Service and Finance (SD: CSF)** Mr Moffett, Assistant Director of Organisation** Development, Strategy and Performance (SD: ODSP)** Ms McNally, Assistant Director of Finance, Legal, Governance and Transformation** (AD: CSF)** Ms Mezza**, Head of Marketing and Communications Mr O'Hagan, Head of ICT** Mrs Grogan, Democratic Services Officer**

\* Denotes members present in remote attendance

\*\* Denotes Officers present by remote means

\*\*\* Denotes others present by remote means

The meeting commenced at 4.34 pm

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

### **PR159/22 Notice of Recording**

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

### **PR160/22 Apologies**

Councillor Forde, Doris, Quinn and Totten.

### **PR161/22 Declarations of Interest**

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

*Councillor Molloy declared an interest in PR169/22 Purchase of Lands at Drumcoo from Dungannon Enterprise Centre – Completion.*

## **PR162/22 Chairs Business**

The Chair drew members attention to attached minutes from 8 September 2022.

The Chair advised that the SD: CSF wished to raise an item under Confidential Business.

## **Matters for Decision**

### **PR163/22 Request(s) to Illuminate Council Property – September 2022**

The SD: ODSP presented previously circulated report which considered requests to illuminate/light up the Council's three designated properties to raise awareness of and mark;

- Children's Cancer Awareness – Children's Cancer Awareness Month
- RVH Liver Support Group – Organ Donation
- Hear our Voices – Non Verbal Campaign
- Cancer Focus NI – Breast Cancer Awareness Month
- DoJ Modern Slavery and Human Trafficking Campaign – Awareness Day
- North West Migrants Forum – Black History Month
- Disability Action NI – International Day of Disabled

Proposed by Councillor S McGuigan and  
Seconded by Councillor S McPeake and

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

- Monday 26 September 2022, Children's Cancer: Gold
- Wednesday 28 September 2022, Organ Donation Week: Pink
- Friday 30 September 2022, Hear our Voices: Purple & Yellow
- Saturday 1 October 2022, Breast Cancer Awareness Month: Pink & Teal
- Tuesday 18 October 2022, Modern Day Slavery & Human Trafficking: Red
- Friday 21 October 2022, Black History Month: Red
- Saturday 3 December 2022, International Day of Disabled: Purple

## **PR164/22 Member Services**

None.

## **Matters for Information**

### **PR165/22 Minutes of Policy and Resources Committee held on Thursday 7 July 2022**

Members noted Minutes of Policy and Resources Committee held on Thursday 7 July 2022.

**PR166/22 Update: Introduction of Autism (Amendment) Act (Northern Ireland) 2022 (Autism Legislation)**

Members noted update on recent updated legislation relating to Autism, in the context of updated legislation which passed the NI Assembly in the form of the Autism (Amendment) Act (Northern Ireland) 2022.

Councillor Kearney welcomed the report and said that it may be worthwhile touching base with FACTS in Magherafelt as they carry out tremendous work.

The SD: ODSP reassured member that this would be followed up by the relevant Officer.

He advised that Officers had been in contact with FACTS in the past but that the Corporate Policy & Equality Officer would continue to liaise with the FACTS group on their activities.

**PR167/22 Performance Improvement Annual Assessment Report 2021-2022: General Duty to Improve**

Members noted progress made towards discharging its General Duty to Improve under Part 12 of the Local Government (NI) act 2014 by way of an annual self-assessment report 2021 to 2022.

*The live stream ended at 4.40 pm.*

Proposed by Councillor S McGuigan  
Seconded by Councillor Gildernew 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 PR168/22 to PR180/22.

**Matters for Decision**

PR168/22	Employment Relations Matter
PR169/22	Purchase of Lands at Drumcoo from Dungannon Enterprise Centre - Completion
PR170/22	Staffing Matters for Decision
PR171/22	Access route Design Fees for lands at Desertcreat
PR172/22	Transformation
PR173/22	Annual Accounts for 12 Months Ended 31 March 2022
PR174/22	Wide Area Network Service Tender Procurement (ABC Council) Update
PR175/22	Connecting Pomeroy Update
PR176/22	Leisure Services VAT Claim Update

**Matters for Information**

- PR162/22 Chair’s Business (Continued)
- PR177/22 Policy and Resources Committee Confidential minutes of meeting held on 7 July 2022
- PR178/22 Staffing Matters for Information
- PR179/22 Managing Employee Attendance
- PR180/22 Financial Report for 3 Months Ending 30 June 2022

**PR181/22 Duration of Meeting**

The meeting commenced at 7 pm and concluded at 5.52 pm.

Chair \_\_\_\_\_

Date \_\_\_\_\_

## Annex A – Introductory Remarks from the Chairperson

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<b>Report on</b>	IT Service Plan for October 2022
<b>Date of Meeting</b>	6 October 2022
<b>Reporting Officer</b>	Barry O'Hagan, Head of IT
<b>Contact Officer</b>	Barry O'Hagan, Head of IT

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To provide an update on the current system and service plan for ICT services
<b>2.0</b>	<b>Background</b>
2.1	IT services are currently working on various aspect of the service plan and projects. The report seeks to highlight the significant projects, decisions, risks, and issues ongoing on that work.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The Service Plan for 2022-23 is designed to support outcomes associated with the new corporate objectives, the developing digital strategy as well as the impact from new systems and the cyber threats presenting to the organisation.</p> <p>The planned as itemised a total budget for all ICT and GIS services at net £1,461,924 respectively.</p> <p><b>Planning System:</b> The project is live and ongoing. Additional changes as ordered are ongoing with Idox. Outcomes of the project have been achieved with some efficiencies identified. The planning department together with Idox and are now on track to import the legacy data into the new test system by mid October prior to user acceptance testing (we have already obtained the first cut of data from Dfl).</p> <p><b>Firewall &amp; Internet access</b> New firewalls are now operational and protecting the organisation with governance reporting usage and key metrics. Deeper Authentication and additional configuration for endpoint management for home workers is currently being tested to align firewall and internet access rules. The general staff internet access rules and policy are currently under review as part of the digital strategy infrastructure theme</p> <p><b>FFNI Project:</b> Project on track with payments and progress: Final income from grant to be received with October 2022.</p>

**Wireless Equipment:** Significant lead times on equipment in (up to 2—300 lead days) upgrades and enhancements: Council is experiencing long delivery delays affecting equipment for sites to improve Wi-Fi and other project such as Fleet management.

**Other Service Systems Projects:** CoreHR & Technology One are both operational with additional management reporting being setup by HR in conjunction with Makodata due to be signed off October.

**New Fleet management system :** Tracking system now operational with Vehicles being on boarded, Training for tracking in Mid October 2022  
Fleet management aspects of the system are currently in user acceptance testing with the fleet manager, Wi-Fi and iPads deployments within the yards are currently underway.

#### **Wide Area Network Replacement**

Following the procurement of the WAN by ABC Council, MID Ulster has engaged the supplier and ordered the network equipment within tender (6months Lead). Technical design is to be programmed

#### **Internal Audit**

An audit of disaster recover, and business continuity and access review of selected systems is currently underway and will be reported in due course.

Council efforts continue to keep abreast of the risks presented and we regularly assess the capability to meet the challenges ahead. Greater time and resources are now being directed at maintaining our confidentiality, integrity and availability of our systems than ever before.

In particular our effort for the next 6 months will entail;

- Evaluate our digital services capability and resources
- Refine Internet Access and rules
- Digital Infrastructure Implementation
- Complete migration and update servers onto new infrastructure
- Review and test recovery on new Infrastructure
- Support significant service lead Systems replacements
- Wan and Network Design and deployment
- Implement stronger Identity and access controls
- Ongoing Awareness
- End User device management ( iPad and Intune)
- Review Policies and Governance

#### **The Challenges**

The Council has an ongoing continuous challenge to protect it systems and. Those challenges are becoming more complex, more demanding on staff time and resources to control, manage and monitor. Our corporate and service risk register reflects the current situation facing not just us but is reflective of all organisations that process personal data and operate digital systems.

<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Financial spend is currently on track
	Human: The service is currently under review with additional staff and roles proposed, All job descriptions are to be fine-tuned and evaluated after Council agreement.
	Risk Management: Risk register summary is contained within the service plan and takes account of the increased risk presented by the current climate. The risk register is currently being reviewed with at least the corporate risk to information and system still remaining high. Whilst the pandemic and war in Ukraine are regarded by the National Cyber Security Centre as increasing the attack vector and prevalence generally threat actors seek to take compromise systems for financial gain. The risk for the organisation around the availability of IT staff has also remained high.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: Considered but screened out
	Rural Needs Implications: Screened out
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Committee notes the report
<b>6.0</b>	<b>Documents Attached &amp; References</b>

