



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE POLICY AND GOVERNANCE
COMMITTEE HELD IN THE ROUND CHAMBER, ANTRIM CIVIC CENTRE ON
TUESDAY 6 FEBRUARY 2024 AT 6.30 PM**

In the Chair	: Councillor M Stewart
Members Present (In person)	: Councillors – M Brady, S Cosgrove, H Cushinan, E McLaughlin, A O'Lone and B Webb
Members Present: (Remote)	: Aldermen – P Bradley and P Michael Councillors – S Flanagan, R Kinnear, H Magill and L O'Hagan
Non Committee Members (In person)	: Councillor V McWilliam
In Attendance (In Person)	: Mo Baines, APSE Chief Executive
Officers Present	: Chief Executive – R Baker Director of Finance & Governance – S Cole Director of Corporate Strategy – H Hall Deputy Director of Finance – J Balmer Deputy Director of Governance – L Johnston Head of Finance – R Murray Head of Organisation Development – L Millar ICT Helpdesk Officer – J Wilson Member Services Officer – S Boyd

CHAIRPERSON'S REMARKS

The Vice Chairperson welcomed everyone to the February Meeting of the Policy and Governance Committee, and reminded all present of recording requirements. The Chairperson further advised Members that following an apology from Alderman Clarke he would be Chairing the meeting.

1. APOLOGIES

Alderman Clarke

2. DECLARATIONS OF INTEREST

None

Alderman Michael joined the meeting remotely during Item 3.1.

3 PRESENTATION

3.1 CE/GEN/030 ASSOCIATION FOR PUBLIC SERVICE EXCELLENCE (APSE) PRESENTATION

The purpose of the presentation was to provide Members with an update in relation to the Association for Public Service Excellence (APSE) and on how the organisation promotes excellence and best practice across the sector.

A presentation from Mo Baines, Chief Executive of APSE was provided following which Members' questions were answered.

Following a Members query Mo Baines clarified the process for appointment of Elected Members at both Local and Regional level. It was agreed that the nomination to APSE would be included on the External Appointments list at the next Annual Meeting.

The Chairperson thanked Mo Baines for her presentation and she left the meeting.

Proposed by Councillor Brady
Seconded by Councillor Webb and agreed that

the presentation be noted.

NO ACTION

4 ITEMS FOR DECISION

4.1 G/MSMO/027 ELECTED MEMBER LEARNING AND DEVELOPMENT STRATEGY 2023-2027

The purpose of this report was to obtain approval for the draft Elected Member Learning and Development Strategy 2023-27 following consultation.

The Elected Member Learning and Development Strategy 2023-27 sets out our strategic approach and framework to Elected Member Learning and Development, which aims to ensure effective Councillor Development is embedded into Council practice.

The draft Strategy was reviewed by the Elected Member Development Working Group on 13 November 2023, following which a consultation exercise was carried out from 8 December 2023 to 22 December 2023. The draft Strategy was circulated by email to all Elected Members and was available on the Elected Member iConnect platform.

Before the consultation took place an Elected Member provided feedback, leading to the inclusion of an Executive Summary. Throughout the consultation period informal feedback was received, all of which was positive.

A copy of the Strategy following consultation was circulated at Appendix 1 for approval.

The Strategy had been screened for equality and there were no implications to the equality of opportunity or good relations of the Section 75 equality categories. A copy of the screening form was circulated at Appendix 2 for information.

Proposed by Councillor Brady
Seconded by Councillor Webb and agreed that

the Elected Member Learning and Development Strategy 2023-2027 be approved.

ACTION BY: Katherine Young, Organisation Development & Employee Engagement Manager

4.2 FI/FA/5 FI/FA/6 FI/FA/7 FI/FA/8 FI/FA/9 LOCAL GOVERNMENT FINANCE ACT (NORTHERN IRELAND) 2011

The purpose of this report was to provide updates and obtain approvals on the Council's future financial planning and treasury management activities as required by the Local Government Finance Act (Northern Ireland) 2011.

LOCAL GOVERNMENT FINANCE ACT (NORTHERN IRELAND) 2011

Members were reminded that under the requirements of the Local Government Finance Act (Northern Ireland) 2011 and the Prudential Code, the Council is required to have regard to a number of reports and to approve a range of indicators and strategies prior to the prescribed date for striking the rates, 15 February 2024.

a) FI/FA/6 Minimum Revenue Provision Policy 2024/25

Under Regulation 6 of the Local Government (Capital Finance and Accounting) Regulations (Northern Ireland) 2011, Councils have a statutory requirement to charge to their general fund an amount of

Minimum Revenue Provision (MRP) which it considers to be 'prudent' in respect of the financing of capital expenditure.

A copy of the Council's MRP Policy 2024/25 was circulated.

Proposed by Councillor Webb

Seconded by Councillor Brady and agreed that

the MRP Policy 2024/25 be approved.

ACTION BY: Richard Murray, Head of Finance

b) FI/FA/7 Medium Term Financial Plan 2024/25 to 2026/27

The Prudential Code requires the council to develop three-year revenue forecasts and three-year capital expenditure plans. These are shown in the Medium Term Financial Plan 2024/25 to 2026/27, a copy of which was circulated.

Proposed by Councillor Webb

Seconded by Councillor Brady and agreed that

the Medium Term Financial Plan 2024/25 to 2026/27 be noted.

ACTION BY: Richard Murray, Head of Finance

c) FI/FA/8 Treasury Management Strategy

The Local Government Finance Act (Northern Ireland) 2011 and the Local Government (Capital Finance and Accounting) Regulations (Northern Ireland) 2011 requires the council, in carrying out its capital finance functions, to have regard to the current editions of the CIPFA Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes and the Prudential Code.

The Council is therefore required to set out its Treasury Management Policy and Strategy and to prepare an Annual Investment Strategy which sets out the council's policies for managing its investments and for giving priority to the security and liquidity of those investments.

Copies of the above policy and strategies were circulated.

Proposed by Councillor Webb

Seconded by Councillor Brady and agreed that

- i) the Treasury Management Policy be approved;**
- ii) the Treasury Management Strategy 2024/25 be approved;**
- iii) the Annual Investment Strategy 2025/26 be approved**

ACTION BY: Richard Murray, Head of Finance

d) FI/FA/9 Report by the Chief Financial Officer on the Robustness of the Estimates and Adequacy of Reserves

Section 4 and 6 of the Local Government Finance Act (Northern Ireland) 2011 requires the Council to have regard to a report, a copy of which was circulated, from the Chief Financial Officer on the robustness of the estimates and adequacy of reserves when considering the estimates for the next financial year.

Proposed by Councillor Webb

Seconded by Councillor Brady and agreed that

the Report by the Chief Financial Officer on the Robustness of the Estimates and Adequacy of the Reserves be noted.

ACTION BY: Richard Murray, Head of Finance

(e) FI/FA/5 Capital Strategy

The Prudential Code requires the Council to develop a Capital Strategy which provides a high-level overview of the long-term context of capital expenditure and investment decisions and their associated risks and rewards along with an overview of how risk is managed for future financial sustainability.

A copy of the Capital strategy was circulated.

Proposed by Councillor Webb

Seconded by Councillor Brady and agreed that

the Capital Strategy 2024/25 be approved.

ACTION BY: Richard Murray, Head of Finance

4.3 FIN/GEN/2 COUNCIL RESERVES POLICY

The purpose of this report was to review Council's Reserves Policy (circulated).

Council maintains a number of reserves that are categorized as 'usable' and 'non-usable'. Non-usable reserves are maintained for statutory purposes and proper accounting practice. Usable reserves comprise General Reserves and various other reserves that have a specific purpose. It is important that General Reserves are maintained at an appropriate level to provide:

- a working balance;
- a contingency for unexpected events; and
- a means of building up funds to meet an expected requirement.

A listing of the current value, adequacy and use of all Councils reserves are described in the policy.

Proposed by Councillor Webb

Seconded by Councillor Cosgrove and agreed that

the Council Reserves Policy be approved.

ACTION BY: John Balmer, Deputy Director of Governance

5 ITEMS FOR NOTING

5.1 F/FIN/048 USE OF SIXMILE LEISURE CENTRE AS A NEW POLLING STATION

This report was for Members to note the Electoral Office's proposal to use the Sixmile Leisure Centre as a new polling place in Ballyclare.

Correspondence had been received from the Electoral Office requesting the hire of the Sixmile Leisure Centre main hall for the 2024 Parliamentary Elections. It was anticipated this would be held in the autumn, but the Electoral Office had no definite timeframe.

Officers would liaise with the Electoral Office in line with normal Leisure Centre hire protocol to facilitate use of the centre throughout polling day.

Following a question from a Member the Chairperson clarified that Sixmilewater Leisure Centre was an additional polling station.

Proposed by Councillor Cosgrove
Seconded by Councillor Magill and agreed that

the report be noted.

5.2 HR/HR/019 AGENCY WORKERS UPDATE

This report provided a monthly update on the engagement of agency workers across the Council.

Agency workers were engaged to provide temporary cover for absence such as:

- Maternity leave
- Secondments
- Sickness absence
- Vacant posts
- Seasonal events

The engagement of agency workers is subject to a rigorous approval process and required the approval of the Corporate Leadership Team. There is budgetary provision for the majority of posts filled through departmental salary budgets, salary contingency and grant funding.

Current Agency Workers

The utilisation of agency workers in December 2023 compared to December 2022 was circulated (Appendix 1). This excluded limited ad-hoc agency cover which was necessary to provide operational cover at short notice.

In reviewing the number of agency workers it should be noted that 16 seasonal workers recruited to help support Enchanted Winter Gardens in 2023 ended on 19 December 2023.

Of the original seasonal Parks Operatives 1 had been retained to cover a period of sickness.

Agency Expenditure

The expenditure on agency workers in December 2023 was circulated (Appendix 2). The cost has increased to 7% (of all staff costs) for the period from April 2023 to December 2023 compared to April 2022 to December 2022 which was 6%.

The increased costs have been impacted by:

- The NJC pay increase for the 2023/2024 financial year where backdated payments were made to agency workers in December 2023.

Current Recruitment:

Recruitment exercises were ongoing to fill a number of vacant positions, which would further reduce our reliance on agency workers. Within Finance and Governance there were 2 vacant positions currently being covered by agency workers that were anticipated to be recruited directly on a permanent basis in January 2024. There were also 3 further vacancies within Capital Development currently covered by agency workers that were anticipated being filled permanently within the next 2 months.

We are committed to reducing our dependency on agency workers and would continue to recruit directly for vacant positions. However, may still require agency workers for ad-hoc, seasonal or temporary assignments.

Proposed by Councillor Cosgrove

Seconded by Councillor Webb and agreed that

the report be noted.

NO ACTION

5.3 HR/GEN/019 MANAGING ATTENDANCE UPDATE APRIL – DECEMBER 2023

This report provided an update on the management of attendance for the period April 2023 to December 2023 (summary circulated).

Absence at the end of December was above target by 1.09 days with 10.31 average days lost per employee against a target of 9.22 days. Covid absence was not included in the reported figure as a significant number of these cases worked from home during the isolation period.

There continued to be a positive return to work of short term cases along with 2 long term cases ending in December 2023.

Further analysis of Absence Figures for December 2023 indicated the following:

100% attendance

The 100% attendance rate continued to be above target with 65% of our workforce achieving this to the end of December 2023 against a target of 60%.

If employees with 100% attendance were excluded from the average day's calculation, the actual absence incurred by those employees with absence episodes would be:

Period	% of workforce with absence	Long term average days	Short term average days	Overall average days
December 2023	35%	24.60	4.39	28.99
Same period last year 2022/23	34%	28.87	4.12	32.99

The above figures showed a reduction in the average length of long term absence when compared to the same period last year. This demonstrated our active commitment to reducing days lost to long term sickness absence.

Formal Case Reviews from April 2023 to date

Formal Case reviews (FCRs) are normally held where all possible steps have been taken and have failed to secure the employee's return to work within a maximum of 9 months.

Cases Concluded	11, with employees at Formal Case review stage either returned to work, obtained ill health retirement or left the organisation.
Cases In Progress	2
Cases Approaching	0

Long Term Absence – 85% of the overall absence figures

Long term absence was defined as continuous absence greater than 20 days. There had been no change to the percentage of absence falling under the long term category when compared to the previous month, however, 2 long term absence cases have ended and it is expected that the number of cases attributing to long term sickness absence would decrease in the coming year. This was due to our continued efforts to address complex long term absence cases, conduct regular wellbeing meetings with employees, utilising Occupational Health services, promotion of the Staywell App, and holding timely absence review meetings.

- **% of Challenging long term cases – 79%**, this included absence related to road traffic accidents, disability related illness and general injuries.
- **Returned to work – 2 cases** had successfully returned to work.

Short Term Absence – 15% of the overall absence figures

Short term absence is defined as absence less than 20 working days. Whilst it is understood that short term absences are inevitable, it is crucial for Managers/Supervisors, Human Resources and employees to work together to minimise the impact of these absences on service delivery.

- Main Reasons:
 - Cold/flu, stomach bug, infection (accounting for 50% of short term absence)
 - Stress Depression, Mental Health
 - Chest and respiratory issues

Overall Absence

Stress-related absence (including work related stress) accounted for 44% of total absence. Proactive work is ongoing to address this by:

- Encouraging open communication to address stress and mental health concerns in wellbeing meetings.
- Providing mental health awareness training for employees.
- Providing access to mental health support services, through Inspire Counselling service, the Council's Occupational Health service, Northern Recovery College and additional information available through STAYWELL.
- Implementing flexible working arrangements, supporting phased returns and reasonable adjustments where possible in the workplace.
- Encouraging physical activity through the promotion of the Council's employee subsidised Gym Membership Scheme.
- Encouraging participation in our wellness programme with regular wellbeing activities and health advice promoted weekly through the STAY MORE CONNECTED kudoboard.
- HSENI Managing Work Related Stress training "A Line Manager's Approach" held in October 2023 with 45 line managers across departments attending out of 74 invited.
- Partnering with legal advisors and Employers for Disability NI to arrange awareness sessions on mental health illnesses, to provide training to managers on managing stress and how to encourage open communication to reduce stress-related absence and to promote a healthy work environment.

To improve absence rates and encourage earlier returns to work, the following actions were being undertaken.

- The consultation for the alignment of Terms & Conditions of employment had commenced in September 2023 and this included the proposal of one single policy for managing attendance. Subject to the successful outcome of a workplace ballot, it was anticipated that the agreement of a single policy would support staff, line management and HR in the management of absence cases.
- Case management discussions are held with legal advisors to support a targeted approach for complex cases. These help Directors, Heads of Services, and HR to review cases, consider reasonable adjustments, and understand the legal context, enabling specific action plans for individual cases.
- Meetings held with directorates with high or complex absence cases have been increased to analyse cases and agree on next steps, with attendance from relevant Directors, Deputy Directors, and Heads of Service. Formal case reviews are scheduled as needed.
- The HR Business Partnership team is working closely with managers and Occupational Health on an individual case management basis. This ensured prompt action was taken to keep absences within target and provided support to managers in absence review trigger meetings for fair and consistent approach.
- Monthly case management discussion meetings were scheduled as needed to review complex cases with an Occupational Health consultant. Case managers attended these sessions to ensure effective use of the Occupational Health service and support earlier returns to work where possible.
- The Corporate and Human Resources Risks registers have been reviewed to reflect the current absence rate position, with actions and interventions recorded to mitigate risks.
- Managers within Parks and Planning have received training on effectively managing absence caseloads. A number of toolkits had been identified and shared on STAYWELL to further assist managers and employees.
- Targeted training is being planned in areas of high absence provided by Human Resources, legal advisors, and in partnership with employers for disability or other relevant organisations.
- Development continues on an online training module to promote the importance of attending work. This will be rolled out to new staff initially and then across the wider organisation.

- Annual flu jab clinics have been held in October and November 2023 with 88 employees receiving the vaccine.
- A number of health and wellbeing initiatives have recently taken place as part of the Employee Engagement Framework including:
 - Action Cancer Big Bus where 21 employees attended Breast Screening appointments and 11 employees availed of an MOT Health check.
 - The International Men's Day event was held on 27 November 2023 where Dr Michael McKillop MBE talked to staff about resilience. The event was also attended by Inspire and Men's Advisory Project NI (MAPNI) to support men's mental health and domestic violence.
- The use of the Wellbeing Calendar is promoted to continue to support employee wellbeing.
- Our Employee Engagement Working Group recommenced in November 2023 with participation being cross departmental and cross generational.
- Physiotherapy services are being provided for appropriate cases of back and musculoskeletal-related absence.
- HR review the absence paperwork, including the absence notification and return to work forms.
- A Managing Attendance Action Plan is being developed by the Human Resources Department.

Proposed by Councillor Brady

Seconded by Alderman Bradley and agreed that

the report be noted.

NO ACTION

5.4 CCS/CS/006 CUSTOMER CHANNELS REPORT

The purpose of this report is to provide an update on the Customer Service performance indicators as set out in the Council's Corporate Performance and Improvement Plan 2023/24.

The Plan sets out the performance improvement target; *'we will achieve high levels of customer satisfaction'*.

We achieve at least 80% satisfaction with overall Council services:

Each issue of the Borough Life magazine has a specific themed survey and within each one residents are asked to rate their satisfaction with Council services. In addition, further surveys throughout the year will request feedback on satisfaction with Council services and other areas of interest.

During quarter 3, results have been received from surveys for Halloween (38 responses), Christmas Switch On events (47 responses), Feeling Safe in

Borough (196 responses) and Enchanted Winter Garden Residents (309 responses).

During quarter 4, further responses will be included from the Cleanliness of our Borough survey in the January 2024 issue of Borough Life.

A total of 953 responses have been received in 2023/24. Customer Satisfaction for the year to date is 91.8% and is on track against the target of 80%.

2021-22	2022-23	Target 2023-24	Quarter 1	Quarter 2	Quarter 3	2023-24 (April to December)	Status
87.5%	92.9%	80%	91.9%	94.4%	91.0%	91.8%	On Track

The percentage of abandoned calls will be 6.5% (or less):

A total of 132,804 calls were presented from 1 April to 31 December 2023/24, which is a 1.1% decrease compared to the same nine month period in 2022/23. The percentage of abandoned calls during 2023/24 to date is 5.1%.

The percentage of abandoned calls target is not only on track, but there has been a consistent decline in the percentage of abandoned calls throughout the year, from 6.0% in quarter 1, 4.8% in quarter 2 and 4.4% in quarter 3.

To achieve target, the following actions have been implemented:

- Additional daily telecoms performance reports provided to each team,
- The Customer Service team have identified and monitored performance and technical issues, providing support as required.

2021-22	2022-23	Target 2023-24	Quarter 1	Quarter 2	Quarter 3	2023-24 (April to December)	Status
6.0%	5.1%	6.5%	6.0%	4.8%	4.4%	5.1%	On Track

We have achieved at least 650,000 online transactions:

Officers continued to promote and monitor the shift of transactions to an online basis, where practical and beneficial. For the purpose of maintaining consistency with previous benchmarks, this indicator focused on the number of online transactions including:

- Caravan bookings
- Online theatre and events bookings
- Leisure bookings
- Dog licensing applications
- Bulky waste bookings

Results are reported on a quarterly basis and are on track to achieve the 2023/24 target of 650,000 transactions.

2021-22	2022-23	Target 2023-24	Quarter 1	Quarter 2	Quarter 3	2023-24 (April to December)	Status
652,593	874,10	650,000	151,743	138,264	218,913	508,920	On Track

There are at least 8,000 downloads of the Residents App:

Downloads of the ANBorough App are measured through official app stores (Google and Apple). Total downloads for 1 April to 31 December 2023-24 are 10,812 which is 135.15% of target.

2021-22	2022-23	Target 2023-24	Quarter 1	Quarter 2	Quarter 3	2023-24 (April to December)	Status
14,481	13,963	8,000	3,355	4,494	2,963	10,812	Achieved

Progress on the Corporate Performance and Improvement Plan 2023/24 is reported on a quarterly basis to the Policy and Governance and Audit and Risk Committees, and final, validated figures are contained within the Annual Report on Performance 2023-2024 (Self-Assessment), which will be reviewed by Council and published on the Council's website by 30 September 2024.

Proposed by Councillor Brady
Seconded by Councillor Webb and agreed that

the report be noted.

NO ACTION

5.5 FI/FIN/4 BUDGET REPORT – QUARTER 3 APRIL TO DECEMBER 2023

The purpose of this report is to provide financial performance information at quarter three (April – December 2023) for Finance and Governance, Organisation Development and Council.

Reports on financial performance are presented as follows:

Committee	Department
Operations	Parks and Leisure Sustainability
Policy & Governance	Finance and Governance Organisational Development
Community Planning	Community Planning
Our Prosperity Outcome Delivery Group	Economic Development and Planning

The overall financial position of the Council is presented to the Policy and Governance Committee.

Budget reports for Finance and Governance, Organisational Development,

and the Overall Council Financial Performance for Quarter 3 – April to December 2023 were circulated for Members' information.

The overall position of the Council at the end of the third quarter was an unfavourable variance on the net cost of services of £2.01m. Taking into account the credit balance application used in striking the rates (pro-rata) results in an overall decrease to the general fund of £3.46m.

Proposed by Councillor Cosgrove
Seconded by Councillor Brady and agreed that

the report be noted.

NO ACTION

5.6 FI/FIN/9 PROMPT PAYMENT PERFORMANCE

This report provided an update on Council's prompt payment performance for the period 1 October 2023 to 31 December 2023.

Members were reminded that the Department for Communities (DfC) issued revised guidance (Local Government Circular 19/2016) on prompt payments and the recording of invoice payments in November 2016. This guidance requested Councils to record specific performance targets of 10 working days and 30 calendar days and continue a cycle of quarterly reporting on prompt payment performance by Councils to the DfC and its publication on their website.

The Council's prompt payment performance for the period **1 October 2023 to 31 December 2023** is set out below:

The default target for paying invoices, where no other terms are agreed, is 30 days.

(N.B. 30 days target is 30 calendar days and 10 days is 10 working days).

During the above period, the Council paid invoices totalling £9,102,549

The Council paid 6,050 invoices within the 30-day target. (85%)

The Council paid 4,934 invoices within the 10-day target. (70%)

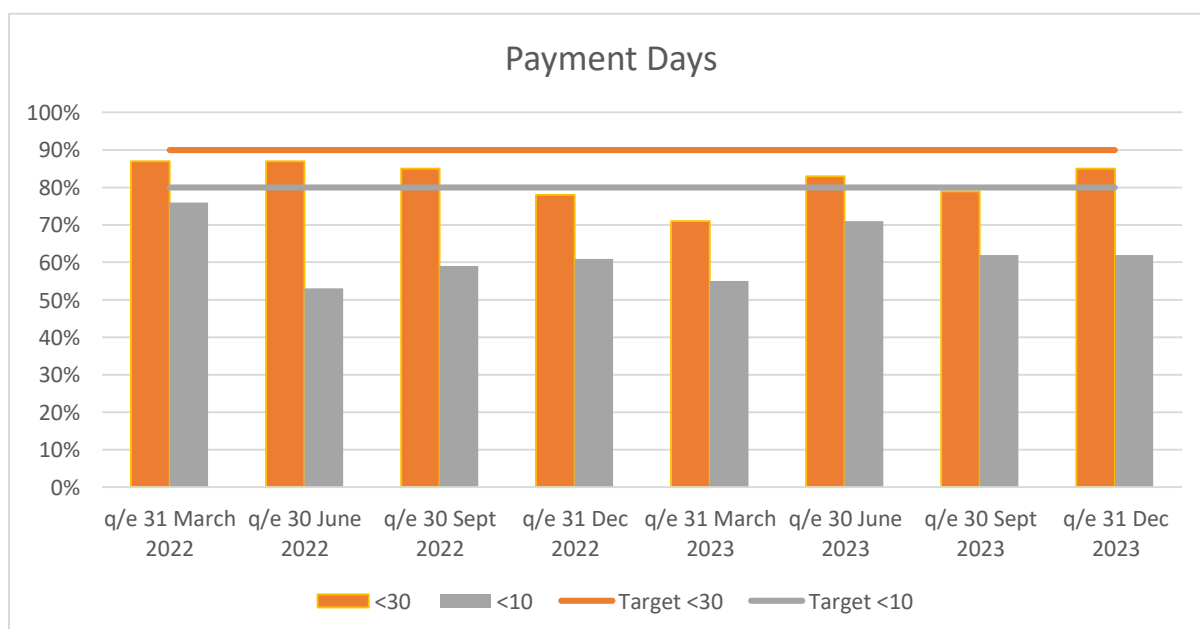
The Council paid 1,024 invoices outside of the 30-day target. (15%)

The Council has set a target of paying 90% of invoices within 30 days and 80% within 10 days.

This compares to previous quarterly results as below:

Period	Total Number of Invoices Paid	% Paid Within 30 Days	% Paid Within 10 Days
Target		90%	80%
q/e 31 March 2022	5,539	87%	76%
q/e 30 June 2022	4,254	87%	53%
q/e 30 September 2022	6,090	85%	59%
q/e 31 December 2022	5,780	78%	61%
q/e 31 March 2023	5,558	71%	55%
q/e 30 June 2023	7,050	83%	71%
q/e 30 September 2023	6,498	79%	62%
q/e 31 December 2023	7,074	85%	70%

The performance presented graphically highlights the performance metrics for the above.



The table and graph above show the performance over the last two years. In comparison with the previous quarter, performance levels have improved for both the 30-day figure and 10-day figure.

The RAG weekly status report shows the improvement in Quarter 3 and into Quarter 4:

Period	No of Invoices Paid	% Paid Within 10 Days	% Paid Within 30 Days
01/10/2023 - 07/10/2023	588	66%	78%
08/10/2023 - 14/10/2023	548	73%	84%
15/10/2023 - 21/10/2023	550	75%	90%
22/10/2023 - 28/10/2023	590	64%	87%

29/10/2023 - 04/11/2023	584	61%	85%
05/11/2023 - 11/11/2023	550	61%	83%
12/11/2023 - 18/11/2023	771	65%	85%
19/11/2023 - 25/11/2023	539	81%	90%
26/11/2023 - 02/12/2023	479	75%	87%
03/12/2023 - 09/12/2023	677	70%	80%
10/12/2023 - 16/12/2023	633	77%	88%
17/12/2023 - 23/12/2023	547	76%	90%
31/12/2023 - 04/01/2024	517	76%	92%
07/01/2024 - 13/01/2024	429	72%	90%
14/01/2024 - 17/01/2024	204	75%	94%

There was now a full complement of staff within the Finance section and work was ongoing with all departments to make further improvements.

Service improvements had included:

- Additional reporting capability to monitor performance
- Staff training/refresher sessions
- Process review for high volume suppliers

The prompt payment performance for Councils in Northern Ireland is published quarterly by the Department for Communities (DfC). The prompt payment performance for the quarter ended 30 September 2023 was circulated, the Council's performance for Quarter 3 against the average performance for the other Councils for Quarter 2 of 2023/24 was set out in the table below:

Council	% Paid Within 30 Days	% Paid Within 10 Days
Antrim & Newtownabbey BC (Quarter 3 23/24)	85%	70%
All Councils (Quarter 2 23/24)	90%	70%

Proposed by Councillor Brady

Seconded by Councillor Cosgrove and agreed that

the report be noted.

NO ACTION

5.7 G-LEG-319/11 LAND ABANDONED BY THE DEPARTMENT FOR INFRASTRUCTURE – RATHENRAW INDUSTRIAL ESTATE

This report was to inform Members of the proposed abandonment by the Department for Infrastructure (DfI) of a piece of land at Rathenraw Industrial Estate.

Members were advised that correspondence had been received from the Department for Infrastructure (DfI) concerning the proposed abandonment of

roadway at Rathenraw Industrial Estate, Antrim under Article 68(1) of the Roads (Northern Ireland) Order 1993.

The Council had no infrastructure or maintenance obligations on this site and therefore had no interest in the land.

Copies of the correspondence and map were circulated for Members' information.

Proposed by Councillor Cosgrove

Seconded by Councillor O'Hagan and agreed that

the report be noted.

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Brady

Seconded by Councillor Webb and agreed

that the following Committee business be taken In Confidence and the livestream and audio recording would cease.

6 ITEMS IN CONFIDENCE

6.1 IN CONFIDENCE CP/CF/001 COUNCIL FACILITIES - FACILITY CLOSURES 2024-2025

This report provided Members with details of proposed schedules of closure arrangements on Bank and Public Holidays for Council facilities for 2024/2025.

A draft schedule of bank and public holiday closures for 2024/25, was circulated for all Council facilities as follows:

- Arts and Culture Facilities
- Bereavement Services
- Civic Centres
- Community Facilities
- The Crematorium
- Leisure Facilities
- Caravan Parks
- Household Recycling Centres

Proposed by Councillor Webb

Seconded by Councillor O'Hagan and agreed that

the proposed arrangements for Bank and Public Holiday opening of Council facilities for 2024/25 be approved.

ACTION BY: Joanne Hamilton-Whyte, PA Director of Community Planning

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Brady
Seconded by Councillor Webb and agreed

that the remainder of Committee business be taken in Open Session.

The Chairperson advised that audio-recording would recommence at this point.

There being no further Committee business, the Chairperson thanked everyone for their attendance and the meeting concluded at 7.08 pm.

MAYOR