



5 June 2025

Committee Chairperson: Councillor B Webb

Committee Vice-Chairperson: Councillor H Magill

Committee Members: Aldermen – P Bradley, L Clarke and M Cosgrove

Councillors – J Burbank, S Cosgrove, H Cushinan, P Dunlop, M Goodman, N Kelly, A McAuley, T McGrann V McWilliam and A O'Lone.

Dear Member

**MEETING OF THE POLICY AND GOVERNANCE COMMITTEE**

A meeting of the Policy and Governance Committee will be held in the **Round Tower Chamber, Antrim Civic Centre on Tuesday 10 June 2025 at 6.30pm.**

You are requested to attend.

Yours sincerely

A handwritten signature in black ink, appearing to read "Richard Baker".

Richard Baker, GM MSc  
**Chief Executive, Antrim & Newtownabbey Borough Council**

**PLEASE NOTE: Refreshments will be available in the Café from 5.20pm**

**For any queries, please contact Member Services:**  
Tel: 028 9448 1301/028 9034 0107  
[memberservices@antrimandnewtownabbey.gov.uk](mailto:memberservices@antrimandnewtownabbey.gov.uk)

## **A G E N D A**

### **1 APOLOGIES**

### **2 DECLARATIONS OF INTEREST**

### **3 ITEMS FOR DECISION**

- 3.1 Scheme of Allowances Payable to Councillors 2025/26
- 3.2 Amendment to Financial Regulations
- 3.3 Health and Safety Policy – Reviewed and Updated
- 3.4 Dual Language Street Sign Applications
- 3.5 Corporate Performance and Improvement Plan 2024/25, Quarter 4 Progress Report
- 3.6 Corporate Performance and Improvement Plan 2025/26 (Final) and Performance Governance Arrangements
- 3.7 Local Government Staff Commission Consultation on Neurodiversity in the Workplace Guidance April 2025 & Diversity Ambassador Network
- 3.8 Inclusive Seasonal Programme Update 2025
- 3.9 Rural Needs Act (NI) 2016 Annual Monitoring Report

### **4 ITEMS FOR NOTING**

- 4.1 Corporate Values THREADS Artwork
- 4.2 Customer Services Quarter 4, 2024/25
- 4.3 Year-end Directorate Business Plans 2024/25

### **5 ANY OTHER RELEVANT BUSINESS**

**REPORT ON BUSINESS TO BE CONSIDERED AT THE  
POLICY AND GOVERNANCE COMMITTEE MEETING ON  
TUESDAY 10 JUNE 2025**

**3 ITEMS FOR DECISION**

**3.1 G/MSMO/1 SCHEME OF ALLOWANCES PAYABLE TO COUNCILLORS 2025-26**

**1. Purpose**

**The purpose of this report is to update the Scheme of Allowances Payable to Councillors 2025-26 for approval.**

**2. Introduction/Background**

Members are reminded that Council is required under the Local Government (Payments to Councillors) Regulations (Northern Ireland) 2019 to make a scheme for the payment of allowances to Councillors and Committee Members in respect of each year.

**3. Key Issues**

The Scheme of Allowances was approved by Council in April 2025 revising the maximum Basic Allowance payable following the receipt of correspondence from the Department for Communities (DfC) **enclosed**.

The Dependants' Carers' Allowance also changed from 1 April 2025 in line with the increase in the National Minimum Wage; this has now been amended in the revised Scheme of Allowances **enclosed**.

Following queries in relation to Members appointed to outside bodies attending relevant conferences, meetings or events of that outside body, Members are directed to section 9.2 c) of the Scheme.

This section details a list of approved duties which includes:

*Conferences, meetings and events of those outside bodies and organisations to which a member has been nominated by the Council and has been requested by the body/organisation to represent it.*

For clarification, this enables Members to attend such relevant conferences, meetings and events without further Council approval.

To ensure appropriate budgetary control, Members should contact the Chief Executive, or the relevant Director prior to committing to attending the event.

Any future notifications from the DfC in relation to changes to the allowances payable for the 2025-26 financial year shall be reported to Members for their approval.

#### **4. Recommendation**

**It is recommended that the updated Scheme of Allowances Payable to Councillors for 2025-26 be approved.**

Prepared by: Richard Murray, Head of Finance

Agreed by: John Balmer, Deputy Director of Finance

Approved by: Sandra Cole, Director of Finance and Governance

## 3.2 F1/FIN/10 AMENDMENT TO FINANCIAL REGULATIONS

### 1. Purpose

**The purpose of this report is to recommend for approval Pricing Guidelines for officers to use in setting fees and charges for services which have been incorporated within section 15 of the Financial Regulations.**

### 2. Introduction

Members are reminded that Council regularly review the Financial Regulations to ensure a high level of governance is in place in relation to financial activity. Amendments to the financial regulations were last approved at the Policy and Governance Committee in December 2024. The Financial Regulations form part of the financial framework of Council which provides the necessary control on financial matters, whilst encouraging best practice and promoting local accountability.

The Financial Regulations provide a framework through which the Chief Executive can be satisfied that proper financial administration is in place. The aim of these Regulations is to help ensure that high standards of propriety and best value are achieved. All Elected Members and employees have a duty to promote these aims, not just by following Financial Regulations but in their general approach.

'Pricing' is an effective tool in delivering higher income streams or rates of return and is often more effective than increasing service uptake or reducing costs; getting pricing wrong however can lead to reduced rates of return. 'Pricing' for Council also has to balance the need to cover costs with affordability and fairness.

### 3. Review of the Regulations

Following review, amendments have been drafted and are summarised below:

The following key aspects should be considered by officers in the price setting process;

- **Legal Basis** – charges for any services should have a legal basis
- **Market** – pricing should consider similar market provision and be competitive and reasonable
- **Affordability and Fairness** – the price charged to residents, businesses and visitors should be affordable and should consider the users ability to pay.
- **Exemptions and discounts** – service pricing may consider exemptions or reductions for specific groups; for example age, disability or the unemployed. This will be particularly relevant if there are service strategic objectives for specific groupings of people.
- **Cost Recovery** - Cost recovery for services should be based on the full understanding of the cost of that service. This therefore enables a decision to be made on the fees or charges that could be set, the level of

subsidy that is built into the price or the level of surplus generated. Both direct and indirect costs should be considered.

- **Impact on Service** - In determining 'pricing' the impact on service demand must be considered. Consultation with users may be required to understand the relationship between service use and charges.

All discretionary charges should be reviewed at least annually and an appropriate increase or decrease applied in light of changes to any of the key considerations above.

An annual inflationary uplift, based on appropriate indices, should be automatically applied in conjunction with any pricing changes arising from the above key considerations.

Transitional arrangements should be considered if there is a significant change to pricing.

A copy of the proposed updated Financial Regulations is **enclosed** for approval.

#### **4. Recommendation**

**It is recommended that:**

- a) the updated Financial Regulations be approved, with the recommendation that only non-inflationary amendments to pricing being presented to the relevant committee.**
- b) inflationary increases will be based on the change in Consumer Price Index (CPI) from the previous calendar year.**

Prepared by: John Balmer, Deputy Director of Finance

Agreed by: Sandra Cole, Director of Finance and Governance

### 3.3 G/HSWB/4 HEALTH AND SAFETY POLICY – REVIEWED AND UPDATED

#### 1. Purpose

**The purpose of this report is to recommend to Members to approve a reviewed and updated Health and Safety Policy.**

#### 2. Introduction/Background

It is a legal requirement under Health and Safety at Work Act (HSWA) 1974 to have a written Health & Safety Policy if you employ five or more people. In addition to having a written policy, the Act places certain obligations on employers to their employees whilst at work.

#### 3. Previous Decision of Council

The previous updated policy was approved by council in April 2024. The Health and Safety Policy is the over-arching principal document outlining the arrangements for the council's approach to managing Health and Safety. This Policy is supported by a range of detailed subject specific Health and Safety related Procedures, which will give more detail on the management approach for that particular subject. A copy of the previous policy with track changes is **enclosed**.

The associated Health and Safety Policy Statement (**enclosed**) is a statement of intent, listing what the Council and its employees will do to keep a safe and healthy environment for our employees and others affected by our activities. This is a requirement of the Health and Safety at Work Act, it will be signed by the most senior person in the council to, the Chief Executive, and will be on display in every Council premises.

#### 4. Policy Consultation

The updated Health and Safety Policy has been consulted with the Union Safety Representatives from NIPSA, GMB and UNITE in February 2025, and with the Health Safety and Wellbeing Committee as outlined in their Terms of Reference.

#### 5. Implication

The updated policy and statement of intent are not only required by law, but are a requirement of other accreditations held by Council, e.g. Quest+

#### 6. Governance

With guidance from the Accessibility and Inclusion Officer this Policy has been equality screened (**enclosed**), along with the Rural Needs Impact Assessment (**enclosed**) for information.

This Policy will be communicated to all employees, both office-based and operational, and will be shared with all relevant stakeholders and uploaded onto iConnect.

## **7. Recommendation**

**It is recommended that the reviewed and updated Health and Safety Policy be approved.**

Prepared by: Elaine Girvan, Head of Health, Safety & Resilience

Agreed by: Liz Johnston, Deputy Director Governance

Approved by: Sandra Cole, Director of Finance & Governance



### 3.4 CCS/EDP/025 DUAL LANGUAGE STREET SIGN APPLICATIONS

#### 1. Purpose

The purpose of this report is to recommend to Members to approve and note the Dual Language Street Sign applications as follows:

##### Stage 1

- Shore Road, Toome, BT41 3NW be noted.
- Brae Terrace, Crumlin, BT29 4XW be noted.
- Glenville Green, Newtownabbey, BT37 0TT be noted.

##### Stage 2

- No applications at stage 2 be noted.

##### Stage 3

- Glen Manor View, Newtownabbey, BT36 7GE be approved.
- Longlands Mews, Newtownabbey, BT36 7FR be approved.

#### 2. Background

Members are reminded that in accordance with the Dual Language Street Sign Policy, adopted by Council on 30 May 2022 (**enclosed**), the following update outlines the current status of applications received.

#### 3. Application Update

##### STAGE 1: PETITION VERIFICATION

Two applications are at Stage 1.

1. SHORE ROAD, TOOME, BT41 3NW
2. BRAE TERRACE, CRUMLIN BT29 4XW
3. GLENVILLE GREEN, NEWTOWNABBAY, BT37 0TT

Officers are visiting the Electoral Office for Northern Ireland week commencing 26 May 2025 to verify the petitions for the above applications. The verification outcomes will be reported at the July Council meeting.

##### STAGE 2: RESIDENTS CANVASS

There are no applications at stage 2.

##### STAGE 3: STREET SIGN INSTALLATION

Two applications are at Stage 3.

1. GLEN MANOR VIEW, NEWTOWNABBAY, BT36 7GE
2. LONGLANDS MEWS, NEWTOWNABBAY, BT36 7FR

The occupiers of the above streets have been canvassed. The threshold of two thirds or more in favour of the erection of a second language street sign has been met, as required within the approved policy.

A map and outline costings are **enclosed**.

#### **4. Recommendation**

**It is recommended that the Dual Language Street Sign applications at:**

##### **Stage 1**

- **Shore Road, Toome, BT41 3NW be noted.**
- **Brae Terrace, Crumlin, BT29 4XW be noted.**
- **Glenville Green, Newtownabbey, BT37 0TT be noted.**

##### **Stage 2**

- **No applications at stage 2 be noted.**

##### **Stage 3**

- **Glen Manor View, Newtownabbey, BT36 7GE be approved.**
- **Longlands Mews, Newtownabbey, BT36 7FR be approved.**

Prepared by: Ellen Boyd, Accessibility and Inclusion Officer

Agreed by: Lesley Millar, Head of Organisation Development

Approved by: Helen Hall, Director of Organisation Development (Interim)

### 3.5 PT/CI/060 CORPORATE PERFORMANCE AND IMPROVEMENT PLAN 2024/25, QUARTER 4 PERFORMANCE PROGRESS REPORT

#### 1. Purpose

**The purpose of this report is to recommend to Members to approve the Corporate Performance and Improvement Plan 2024/25, Quarter 4 Performance Progress Reports for Finance & Governance, Organisation Development, and overall Council.**

#### 2. Background

Members are reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a framework to support the continuous improvement of Council services.

#### 3. Previous Decision of Council

The Council's Corporate Performance and Improvement Plan 2024/25 was approved in June 2024. This set out a range of robust performance targets, along with identified improvement objectives and several Statutory Performance Targets.

#### 4. Performance Progress Reports

Fourth Quarter Performance Progress Reports for Finance and Governance, Organisation Development and the overall Council are **enclosed** for Members information.

#### 5. Governance

Quarterly performance progress reports are reported to relevant Committees.

#### 6. Recommendation

**It is recommended that the Quarter 4 Performance Progress Reports for Finance & Governance, Organisation Development, and overall Council be approved.**

Prepared by: Allen Templeton, Performance Improvement Officer

Agreed by: Katherine Young, Organisation Development and Employee Engagement Manager

Approved by: Helen Hall, Director of Organisation Development (Interim)

### 3.6 PT/CI/066 CORPORATE PERFORMANCE AND IMPROVEMENT PLAN 2025/26 (FINAL) AND PERFORMANCE GOVERNANCE ARRANGEMENTS

#### 1. Purpose

**The purpose of this report is to recommend to Members to approve the Corporate Performance and Improvement Plan 2025/26 following consultation, and the Performance Governance Arrangements.**

#### 2. Background

Members are reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a framework to support the continuous improvement of Council services.

#### 3. Previous Decision of Council

The Council's draft Corporate Performance and Improvement Plan 2025/26 for consultation was approved in January 2025. This set out a range of robust performance targets, along with six identified improvement objectives and several statutory performance targets.

#### 4. Consultation Period

A twelve-week public consultation commenced on 3 February 2025, to derive feedback from residents, stakeholders, local businesses, statutory and community planning partners, and other bodies with which collaborative working is taking place or planned.

Multiple channels were used for consultation to ensure robust feedback on the Plan as follows:

- Copies of the draft Plan along with the consultation document were available in the reception area on Mossley Mill and Antrim Civic Centre.
- The draft Plan, Executive Summary and consultation document were available on the Council's website and a QR code was created linked to the consultation survey.
- Face to face consultation events were held in Leisure Centres, Community Centres, Libraries, Civic Centres and PCSP events across the Borough.
- A consultation event was held with the Youth Voice in Antrim Civic Centre.
- Weekly digital surveys were conducted via the Council's social media channels.
- 13,241 stakeholders were contacted directly requesting feedback on the Plan.

As a result of these **148** completed consultation surveys and **527** digital responses were received.

A copy of the consultation feedback is **enclosed** for information. The feedback has been considered for incorporation into the Plan.

#### 5. Corporate Performance and Improvement Plan 2025/26

Following consultation, the final Corporate Performance and Improvement Plan 2025/26 is **enclosed** for approval.

To support the delivery of the Corporate Performance and Improvement Plan 2025/26, the Performance Governance Arrangements (**enclosed**) and are reviewed annually. These arrangements outline the Council's duty to set objectives for the improvement of services, the performance framework and reporting, the Corporate Performance and Improvement Objectives and how we will monitor and measure these objectives.

A copy of the Section 75 Screening and Rural Needs Impact Assessment is **enclosed** for information.

#### 6. Recommendation

**It is recommended that the final Corporate Performance and Improvement Plan 2025/26, following consultation, and the Performance Governance Arrangements be approved.**

Prepared by: Allen Templeton, Performance Improvement Officer

Agreed by: Katherine Young, Organisation Development and Employee Engagement Manager

Approved by: Helen Hall, Director of Organisation Development (Interim)

### **3.7 CCS/EDP/10 LOCAL GOVERNMENT STAFF COMMISSION CONSULTATION ON NEURODIVERSITY IN THE WORKPLACE GUIDANCE – APRIL 2025 AND DIVERSITY AMBASSADOR NETWORK**

#### **1. Purpose**

**The purpose of this report is to recommend to Members to note the Diversity Ambassador Network update, and to approve the consultation response to the Local Government Staff Commission's Neurodiversity in the Workplace Guidance Consultation.**

#### **2. Background**

Local Government has an important role in promoting equality of opportunity, diversity, and inclusion.

The regional Local Government Staff Commission (LGSC) Equality and Diversity Group has responsibility for the development of the overall strategic direction for equality and diversity initiatives in local government.

A key feature of the work of the Equality and Diversity Group is the establishment of the Diversity Ambassadors' Network.

#### **3. Diversity Ambassadors Network**

The Equality and Diversity Group prioritises and influences equality, good relations, diversity and inclusion initiatives across local government in Northern Ireland.

The Group attempts to bring together best practice across the sector and in so doing, seeks to integrate the priorities of the Group with the ongoing work of individual Councils.

The Group identified a key implementation initiative: establishing a network of Diversity Ambassadors to actively advance the equality and diversity agenda within Councils.

From October 2023 to November 2024, a series of best practice events and information sessions took place, consisting of five sessions, offering Diversity Ambassadors opportunities to exchange insights and engage with subject experts.

These sessions were facilitated by the LGSC and supported by Equality and Diversity Group members Bronagh Hinds (DemocraShe) and Bernie Kelly (Vice Chair of the Commission).

The initiative aims to formalise a Diversity Ambassador Network to sustain collaboration, learning, and the sharing of best practices across Councils. It is proposed that the network will convene every four months, and the purpose of the Network will be reviewed annually.

#### 4. Council Diversity Ambassadors and Upcoming Events

Members are reminded that the Council Diversity Ambassadors are as follows:

##### **Elected Members**

Alderman Lewis Boyle  
Alderman Paula Bradley  
Councillor Lucille O'Hagan  
Councillor Maighread Ni Chonghaile

##### **Council Officer**

Ellen Boyd (Accessibility and Inclusion Officer)

The LGSC have provided an updated Terms of Reference for the Diversity Ambassadors network, a copy of which is **enclosed**.

Upcoming events have been organised for:

- Wednesday, 15 October 2025
- Wednesday, 11 February 2026

Locations and timings will be provided in due course and will be circulated to the Council Diversity Ambassadors, participation is encouraged.

#### 5. Consultation - Neurodiversity in the Workplace Guidance

The LGSC, in collaboration with key stakeholders, have developed a Neurodiversity in the Workplace Guidance Document, which is open for consultation.

The aim of the Guidance is to outline Councils commitment to promoting equality and fairness, whilst recognising and celebrating the diversity that exists in our local communities.

It will also outline the duties we must uphold and the corporate framework within which we operate. The Guidance applies to workers, and potential workers, who are neurodivergent, or who believe that they may be neurodivergent. It also provides guidance to managers of neurodivergent employees.

A copy of the consultation is **enclosed**, along with the proposed response.

Members are advised that they may wish to respond on a corporate, individual or party-political basis.

#### 6. Recommendation

**It is recommended that the Diversity Ambassador Network update be noted, and the consultation response to the Local Government Staff Commission's Neurodiversity in the Workplace Guidance Consultation be approved.**

Prepared by: Ellen Boyd, Accessibility and Inclusion Officer

Agreed by: Lesley Millar, Head of Organisation Development

Approved by: Helen Hall, Director of Organisation Development (Interim)



### 3.8 CCS/EDP/10 UPDATED INCLUSIVE SEASONAL PROGRAMME

#### 1. Purpose

**The purpose of this report is to seek approval from Members for the addition of further Inclusive Seasonal Programmed events.**

#### 2. Council Decision

Members are reminded that the Councils Equality Action Plan (EAP) and Disability Action Plan (DAP) both feature actions to be achieved such as "Continue to improve access to leisure, play and recreation across the Borough for people with a disability". Providing the Inclusive Seasonal Programme achieves such actions.

#### 3. Revised Inclusive Summer Scheme Programme

The revised Inclusive Seasonal Programme which includes a Family Day and Easter Scheme at Sixmile Leisure Centre, details are identified(\*) below:

Programme	Location	Dates
Summer Scheme	Antrim Forum	Wednesday 9 July 2025 Thursday 10 July 2025
	Crumlin Leisure Centre	Wednesday 16 July 2025
	Mossley Pavilion	Wednesday 20 August 2025 Thursday 21 August 2025
Family Days	Antrim Castle Gardens	Friday 18 July 2025
	Theatre at the Mill	Tuesday 22 July 2025
	Lilian Bland	October 2025
	*Sixmile Leisure Centre	March 2026
Easter Scheme	Antrim Forum	March 2026 (2 dates)
	Crumlin Leisure Centre	April 2026 (1 date)
	Mossley Pavilion	April 2026 (2 dates)
	*Sixmile Leisure Centre	April 2026 (2 dates)

#### 4. Financial Implications

The updated costs associated with the Inclusive Seasonal Programme, in partnership with the Mae Murray Foundation is £16,500, which will be met from within existing budgets.

#### 5. Recommendation

**It is recommended that the updated Inclusive Seasonal Programme be approved.**

Prepared by: Ellen Boyd, Accessibility and Inclusion Officer

Agreed by: Lesley Millar, Head of Organisation Development

Approved by: Helen Hall, Director of Organisation Development (Interim)

### **3.9 CCS/EDP/14 RURAL NEEDS ACT (NI) 2016 ANNUAL MONITORING REPORT**

#### **1. Purpose**

**The purpose of this report is to update Members of the Annual Rural Needs Monitoring.**

Members are reminded that on 1 June 2017, the Rural Needs Act became operational for district councils and government departments.

#### **2. Introduction/ Background**

The Rural Needs Act places a duty on public authorities and local councils, to have due regard to rural needs when developing, adopting, implementing or revising policies, strategies, plans and when designing and delivering public services. It also requires public authorities to provide information to Department of Agriculture, Environment and Rural Affairs (DAERA) on how they have fulfilled this duty on an annual basis and to collate this information in their annual report.

The Rural Needs Annual Monitoring report for 2024 to 2025 is **enclosed** for Members' information.

#### **3. Recommendation**

**It is recommended that the report be noted.**

Prepared by: Ellen Boyd, Accessibility and Inclusion Officer

Agreed by: Lesley Millar, Head of Organisation Development

Approved by: Helen Hall, Director of Organisation Development (Interim)

## 4 ITEMS FOR NOTING

### 4.1 OD/OD/004 CORPORATE VALUES THREADS ARTWORK

#### 1. Purpose

**The purpose of this report is to recommend to Members to note the Corporate Values THREADS artwork.**

#### 2. Background

Members are reminded that the Corporate Plan 2024-2030 was approved in June 2024. Within this Plan the corporate values THREADS (Trust, Healthy, Respect, Engaged, Ambitious, Diverse, Sustainable) were shaped through engagement workshops, surveys, and focus groups with Elected Members and staff.

#### 3. THREADS Artwork

The THREADS values connect us as a team, weaving together behaviours, values, and goals.

**Enclosed** is the THREADS artwork for your information. This modern, minimalist design aligns with our corporate brand, reflecting professionalism, connection, and cohesion. Each THREADS value is represented by a unique colour strand, making it easy to visually distinguish and identify.

#### 4. Launch of Brand Campaign and Organisational Alignment Activities

A brand campaign is being planned, supported by a strong visual identity and engaging storytelling to enhance recognition and engagement.

The campaign will focus on raising awareness and understanding throughout the organisation, while embedding the THREADS framework into key organisational processes, including recruitment and induction. Further details of the launch will be shared with Elected Members in due course.

#### 5. Recommendation

**It is recommended that the Corporate Values THREADS artwork be noted.**

Prepared by: Katherine Young, Organisation Development and Employee Engagement Manager

Approved by: Helen Hall, Director of Organisation Development (Interim)

## **4.2 CCS/CS/010 CUSTOMER SERVICES QUARTERLY (QUARTER 4) REPORT**

### **1. Purpose**

**The purpose of this report is to recommend to Members to note the Quarter 4 Customer Service report for the period January to March 2025.**

### **2. Introduction/Background**

The Corporate Performance and Improvement Plan 2024-25 sets out the performance improvement target; 'we will achieve high levels of customer satisfaction', with four indicators set as measures of success. The Customer Services Report for quarter 4 2024-25 (**enclosed**) provides an update on performance.

In addition, there is an update on key consultations during 2024-25 to serve the Plan and the performance of the Complaints Handling Procedure during January to March 2025.

### **3. Recommendation**

**It is recommended that the Quarter 4 Customer Service report for the period January to March 2025 be noted.**

Prepared by: James Porter, Customer Services Manager

Agreed by: Lesley Millar, Head of Organisation Development

Approved by: Helen Hall, Director of Organisation Development (Interim)

#### 4.3 PT/CI/065 YEAR-END DIRECTORATE BUSINESS PLAN 2024/25 PROGRESS REPORT

##### 1. Purpose

**The purpose of this report is to recommend to Members to note the Year-end Directorate Business Plans 2024/25 Progress reports for Finance & Governance and Organisation Development.**

##### 2. Background

Members are reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a framework to support the continuous improvement of Council services.

Directorate Business Plans set out the key actions and objectives for each Directorate, informing how the wide remit of services are delivered. The Business Plans also summarise the operational context within which actions will be delivered in terms of staff and financial resources, risks and historical performance.

##### 3. Previous Decision of Council

Annual Directorate Business Plans for 2024/25 were approved at the March 2024 Council meeting. It was agreed that bi-annual Directorate Business Plan Performance Progress reports would be presented to the relevant committees.

##### 4. Key Points

The Year-end Directorate Business Plan 2024/25 Performance Progress Reports for Finance & Governance and Organisation Development are **enclosed** for Members information.

##### 5. Recommendation

**It is recommended that the Year-end Directorate Business Plans 2024/25 Progress reports for Finance & Governance and Organisation Development be noted.**

Prepared by: Allen Templeton, Performance Improvement Officer

Agreed by: Katherine Young, Organisation Development and Employee Engagement Manager

Approved by: Helen Hall, Director of Organisation Development (Interim)

## **5 ANY OTHER RELEVANT BUSINESS**

Any Other Relevant Business (AORB) may be taken at this point.