



MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE POLICY AND GOVERNANCE COMMITTEE HELD AT MOSSLEY MILL ON 10 JANUARY 2023 AT 6.30 PM

In the Chair:	Councillor M Magill
Members Present: (In person)	Alderman M Girvan Councillors – H Cushinan, A McAuley, B Mallon, N Ramsay and V Robinson
Members Present: (Remote)	Aldermen T Burns and P Michael Councillors – S Flanagan, R Foster, M Goodman, B Webb and R Wilson
Non Committee Members: (Remote)	Councillors – A Bennington, N McClelland and V McWilliam
In Attendance: (Remote)	Mr S McCartney, Fibre Ambassador, Fibrus Mr J Simpson, Stakeholder Engagement Manager, Fibrus
Officers Present:	Director of Finance & Governance – S Cole Director of Organisation Development – D Rogers Deputy Director of Governance and Performance (Interim) – L Johnston Head of Communications and Customer Services – N McCullough Head of Finance – R Murray Head of Human Resources – J Close Head of ICT – G Smyth ICT Systems Support Officer – J Wilson Member Services Officer – C McIntyre

CHAIRPERSON'S REMARKS

The Chairperson welcomed everyone to the January Meeting of the Policy and Governance Committee, and reminded all present of recording requirements.

Although the COVID restrictions had been relaxed, to manage numbers and minimise risk, members of the public and press could continue to access those parts of the Council meetings which they are entitled to attend through the livestream on the Council's website.

The Chairperson and Elected Members expressed condolences to the family of Sam Magee, former Chief Executive of Antrim Borough Council.

1. APOLOGIES

None.

2. DECLARATIONS OF INTEREST

None.

3. INTRODUCTION OF NEW STAFF

None.

4. PRESENTATIONS

4.1 G/MSMO/007/VOL5 PROJECT STRATUM PRESENTATION BY FIBRUS

Members were reminded that it had been agreed to receive a presentation by Fibrus on Project Stratum and Full Fibre Broadband availability.

The circulated presentation from Mr Stephen McCartney, Fibre Ambassador and Mr Julian Simpson, Stakeholder Engagement Manager was provided via Zoom.

Due to technical issues with the presenter's connection, the Chairperson agreed that representatives should attend a future meeting in person.

ACTION BY: Member Services

4.2 FI/FIN/11 DRAFT RATES ESIMATE UPDATE 2023/24

The Director of Finance and Governance and the Director of Organisation Development provided a presentation on the 2023/24 Estimates for the Finance and Governance and Organisation Development Directorates respectively and responded to Members' queries.

Proposed by Councillor Mallon

Seconded by Councillor Goodman and agreed that

the presentation be noted and a more detailed breakdown of figures would be circulated to Members.

ACTION BY: Sandra Cole, Director of Finance & Governance

5. ITEMS FOR DECISION

5.1 PT/CI/038 RECOVERY AND IMPROVEMENT PLAN – PERFORMANCE PROGRESS REPORT QUARTER 2

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

The Council's Corporate Recovery and Improvement Plan 2022-23 was approved in June 2022. This set out a range of challenging performance targets, along with four identified improvement objectives and a number of Statutory Performance Targets.

A second quarter progress report was circulated for Members' approval which had been noted by the Audit & Risk Committee on 13 December 2022.

Proposed by Councillor Webb
Seconded by Councillor Robinson and agreed that

the Corporate Recovery and Improvement Plan 2022-23 Quarter 2 progress report be approved.

ACTION BY: Allen Templeton, Performance and Transformation Officer

5.2 G/BCEP/006 ALL PARTY SUSTAINABILITY WORKING GROUP DECEMBER 2022 MEETING MINUTES

Members were reminded that the All Party Sustainability Working Group met quarterly to draw on expert external advice and provided informed policy input and practical suggestions on issues that could and should be addressed by Council going forward, to champion Sustainability.

The minutes of the December 2022 meeting were circulated for approval at which the group was provided with an update on Property and Building Services, a revised Climate Change Action Plan and detail on Sustainable Procurement.

Proposed by Councillor Webb
Seconded by Councillor Goodman and agreed that

the minutes of the December 2022 Sustainability Working Group be approved.

ACTION BY: Elaine Girvan, Head of Resilience and Sustainability

5.3 FI/GEN/020 ALL PARTY GROUP ON REDUCING HARM RELATED TO GAMBLING - PUBLIC HEALTH INQUIRY CALL FOR EVIDENCE

Members were advised that the correspondence circulated had been received from the NI Assembly's All Party Group on Reducing Harm Related to Gambling which invited individuals/groups to make a written submission to its inquiry into public health approaches to gambling-related harms in Northern Ireland.

The call for written evidence opened on Tuesday, 13 December 2022 and would close on Friday, 3 February 2023. The full Terms of Reference for the inquiry were available through the following link: [Terms of Reference](#).

Members' instructions were sought to respond on a corporate, individual or party political basis.

Proposed by Councillor Foster
Seconded by Councillor Mallon and agreed that

Members respond on an individual or party political basis.

NO ACTION

6. ITEMS FOR NOTING

6.1 HR/GEN/004 THE CORONATION OF HIS MAJESTY KING CHARLES III – ADDITIONAL BANK HOLIDAY

The National Joint Council for Local Government Services had notified the Council of an additional bank holiday to celebrate the Coronation of His Majesty King Charles III (circular circulated).

The additional bank holiday would fall on the day of the Coronation on Monday 8 May 2023. In accordance with Part 2, Para 7.1 of the Green Book, all employees would be entitled to a holiday with a normal day's pay on the additional bank holiday (pro-rata for part-time employees).

Proposed by Councillor Robinson
Seconded by Councillor Ramsey and agreed that

the report be noted.

NO ACTION

6.2 FI/FIN/4 BUDGET REPORT – NOVEMBER 2022 – Period 08

A budget report for November 2022 – Period 08 was circulated for Members' information. The Council's financial position at the end of November 2022 had shown an adverse variance on Net Cost of Services of £864k.

Proposed by Councillor Wilson
Seconded by Councillor Robinson and agreed that

the report be noted.

NO ACTION

6.3 G/MSMO/27 ELECTED MEMBER DEVELOPMENT WORKING GROUP MINUTES

Members were advised that a meeting of the Elected Member Development Working Group had taken place on Monday 7 December 2022.

A copy of the minutes were circulated for Members' information.

Proposed by Councillor Wilson
Seconded by Councillor Robinson and agreed that

the minutes of the Elected Member Development Working Group meeting held on Monday 7 December 2022 be noted.

ACTION BY: S Fenton, Organisation Development Officer

6.4 HR/HR/019 AGENCY STAFF UPDATE

Members were reminded that agency staff were used across the Council to provide temporary cover for absence such as:

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

The use of agency staff was subject to a rigorous approval process, which required the approval of the Corporate Leadership Team. There was budgetary provision for the majority of posts filled via departmental salary budgets, salary contingency and grant funding.

Current Agency staff

The table circulated at Appendix 1 provided an update for Members on the use of agency staff in November 2022 compared to November 2019 (pre covid-19). It excluded limited ad-hoc agency cover, which was necessary to provide operational cover, at short notice. Given the exceptional nature of 2020/21, 2019/20 agency figures had been used for comparison.

In reviewing the number of agency workers, it was noted that:

- In November 2022 agency workers increased to 103; 44 were temporary to support the Enchanted Winter Garden event from 18 November – 20 December 2022 and these agency workers ended on 20 December 2022.
- Seasonal Grounds Maintenance Operatives, who usually end in October each year, had been retained for further cover this year due to vacancies and operational requirements within Parks; 18 had been extended from October.

Cost of Agency

Appendix 2 as circulated set out the expenditure on agency workers in November 2022.

The cost of agency staff from 1 April 2022 to 30 November 2022 had remained the same for the same period in 2019/2020 (pre-covid) at 7% of all staffing costs.

The costs had been impacted by:

- The 1.75% NJC pay increase for the 2021 financial year.
- The increase in National Insurance of 1.25% from 6 April 2022; this had been reversed effective from 5 November 2022.

Costs would also be impacted going forward following the agreement of the 2022 NJC pay award and subsequent trade union negotiations.

In 2022/2023

Current recruitment:

Following recent recruitment exercises within Finance, 4 posts that had been covered by agency had been recruited and had been offered, including Accounts Assistant (2 posts), Accounts Supervisor and Financial Performance Assistant. It was anticipated that the new employees would be in post in early January 2023. Further recruitment exercises were ongoing to fill the remaining posts in Finance that were covered through agencies.

Council would continue to reduce the number of agency workers as recruitment continued to fill vacant positions directly. Agency would continue to be utilised for more ad hoc, seasonal and temporary cover when required.

Proposed by Councillor Wilson

Seconded by Councillor Robinson and agreed that

the report be noted.

NO ACTION

6.5 HR/GEN/019 MANAGING ATTENDANCE

The purpose of this report was to update Members on the management of attendance from April 2022 – November 2022 (summary circulated).

ABSENCE – 1 APRIL 2022 TO 30 NOVEMBER 2022

Members were advised that absence at the end of November was above target by 1.99 days with 10.2 average days lost per employee against a target of 8.21 days; Covid absence was not included in the reported figures.

A number of long term absence cases had resulted in employees exhausting their sick pay entitlement and although no additional cost was incurred by the Council during the 'no pay' periods, these days lost were still included in the absence figures.

If days lost to employees who were not in receipt of sick pay were not included in the absence figures, the average days lost per employee at the end of November 2022 would have been 8.73 days.

Analysis of this month's absence figures had highlighted the following:

Long term absence

- Long term absence accounted for 88% of the absence figures compared to 89% in the previous month and indicated a continued reduction in long term absence.
- The main reason for long term absence had changed to the 'Personal stress' category.
- 36% of these long term cases were more challenging to manage including hospital procedures, disability related illness, broken bones, road traffic accidents and heart attacks.
- 6 long term cases had exhausted their sick pay entitlement. An additional 'no pay' case had returned to work whilst there were two cases that had now been confirmed for ill health and this would be realised in the December 2022 report.
- A further 3 long term cases returned in November resulting in a total to date of 40 long term cases who had returned to work.

Formal Case Reviews

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

Completed to date:

- From 1 April 2022 to date, 5 Formal Case Reviews had concluded through either a return to work or having left the organisation.

In progress:

- 2 FCRs were at appeal stage.
- A further 6 absence cases were at Formal Case Review stage as follows:

- 1 in progress
- 3 exploring ill health retirement
- 2 to be progressed as the outcome of Employee Relations cases had been concluded.

Short term absence

- Short term absence accounted for 12% of the absence figures with the increase closely linked to the minor illnesses typical of the season.
- The main reasons for absence were
 - Other - Cold/flu, stomach bug
 - Stress, Depression, Mental Health
 - Chest and respiratory issues
 - Musculoskeletal problems
 - Back and neck problems
 - Infection

It was noted that absence related to stress (including work related stress) had reduced from 45% to 36% of the overall absence (both long term and short term). This was potentially attributed to the return of 2 long term cases from this category of absence. The Council remained focused on encouraging health and wellbeing in the workplace, and continued to promote the Mental Health and Wellbeing through STAYWELL, the promotion of the Northern Region Recovery College courses and the Employee Assistance Programme through Inspire, offering 24/7 confidential support, in addition to training of over 40 mental health champions to support across the organisation.

100% attendance

For the period 1 April 2022 to November 2022 71% of employees had full attendance, an increase from 68% for the same period in 2021/2022.

Ongoing actions

- The HR Business Partnership team continued to work closely with Managers and Occupational Health on an individual case-management basis. Prompt action was encouraged from Managers and was prioritised to keep absences within target.
- The Head of HR and HR Manager continued to hold bi-monthly meetings with the directorates with the highest levels of absence, namely Parks & Leisure, Waste Operations and Community Planning. The relevant Directors, Deputy Directors & Heads of Service attend. These meetings cover in-depth analysis of absence cases and the associated reasons, to agree next steps for complex cases and to schedule formal case reviews where appropriate. Following the recent conclusion of two employee relations cases, these formal case reviews would be progressed. General feedback remained positive with the targeted focus valued.
- Monthly case management discussion meetings were scheduled to review complex cases with an Occupational Health consultant. Case managers

attend these sessions to ensure effective use of the Occupational Health service and to support earlier returns to work where possible.

- Several training sessions had taken place for managers within Parks on how to effectively manage their absence caseloads. Absence management toolkits were also under development to further assist managers.
- Development continued for an online training module on the importance of attending work. This would be rolled out to new staff initially and then across the wider organisation in 2023.
- Delivery of the Wellbeing Calendar continued and in November staff were encouraged to complete the 'Understanding Stress' online module on STAYWELL. There was particular focus on promoting Men's Health initiatives, and during Money week there was a mixture of in-person and Webinar information sessions delivered. Staff Pilates classes also recommenced in Antrim Civic Centre.
- The weekly STAY MORE CONNECTED communication was being used to share and promote information to staff on up-and-coming Wellness events and courses and to target initiatives linked to the top five reasons for absence.
- Continued provision of physiotherapy services for appropriate cases (back and musculoskeletal related absence).

Proposed by Councillor Wilson

Seconded by Councillor Robinson and agreed that

the report be noted.

NO ACTION

6.6 CCS/EDP/020 CUSTOMER CONSULTATION AND SURVEY REPORT

The Council had actively sought feedback from customers through surveys and consultations throughout the year. Consultations offered a formal approach to gaining constructive feedback on a specific project and surveys were used to inform service improvements. The feedback received through consultation and surveys enabled residents to shape how services were delivered.

Consultations and surveys took different formats and were mainly anchored around a data collection software package called Citizen Space, which was accessed through the Council's website. To obtain direct feedback from leisure customers the Listen 360 integrated software was utilised which provided real time feedback on any aspect of the leisure experience. This provided analytical tools to support the collation and interpretation of the data for individual services.

Consultations & Surveys Year to Date 2022-23

Details were provided of completed key public consultations and surveys which had been carried out between 1 April 2022 and 19 December 2022, with 2,921 respondents. These consultations had now closed.

Consultations April-November 2022	Number of Responses
Corporate Recovery and Improvement Plan 2022-23	175
Antrim and Newtownabbey Borough Integrated Masterplan Consultation	113
Glengormley Environmental Improvement Scheme Feedback	24
	182
Surveys April- November 2022	Number of Responses
Borough Life - Our Beautiful Borough	175
Borough Life – Council's Digital Services	180
Borough Life – Feeling Safe in our Borough	214
Garden Show Ireland 2022	1,267
Balmoral Show 2022 - Business and Traders Survey	6
Balmoral Show 2022 - Visitors to our stand	89
Ballyclare May Fair 2022	12
Theatre Experience - Theatre at the Mill	60
Theatre Experience - The Old Courthouse	14
Summer Scheme 2022 Feedback	122
Inclusive Summer Schemes 2022 Feedback	11
Tourism Accommodation Providers	14
Sixmile Leisure Centre Fitness Suite Feedback	31
Halloween Events Feedback	509
Christmas Switch On Events	35
	2,739

Officers received a detailed report from each consultation or survey which contained a summary of comments; actions were developed as a response to feedback.

Key Information from recent consultations and surveys:

Antrim and Newtownabbey Borough Integrated Masterplan for Town Centres Consultation

The Integrated Masterplans for the five towns in the Borough were consulted on from 26 September to 5 December with 113 responses. The consultation was comprised of a mixture of online and outreach events within each town; this was a follow-up to similar engagements in each of the towns last summer.

- 52.2% agreed with the proposals set out in the Masterplan for Town Centres; 25.7% indicated they neither agreed nor disagreed; and 22.1% disagreed.
- When asked about the proposals for Economic Nodes, 46% agreed with the set out projects and areas for development; 41.6% neither agreed nor disagreed; and 12.4% disagreed.

Analysis of the consultation was currently being reviewed and would inform the draft action plans. These plans would be reported to Council through Economic Development.

Glengormley Environmental Improvement Scheme Consultation

24 residents responded to Glengormley Environmental Improvement Scheme.

Below re some key results:

- 92% of respondents were Residents, 4% were from a Community group and 4% were Visitors.
- The most popular method of awareness about the proposals was Social Media.
- 91.6% of respondents supported the principle of an Environmental Improvement Scheme within Glengormley town centre, focusing on the Antrim Road, Ballyclare Road, and Farmley Road.
- 83.3% of respondents believed the proposals would enhance the public realm creating an attractive and welcoming environment for residents, businesses, and visitors.
- 79.2% felt this consultation process had enhanced their understanding of the Glengormley Environmental Improvement Scheme.

Comments included:

"I think the proposals are a great plan for Glengormley. It's such a great town with lovely people, the town deserves the improvements. A redesign of the road layouts, traffic lights, filter lights & pedestrian crossings is needed to address the congestion and reduce the risk of RTAs".

Halloween Events Feedback

509 residents responded to the Halloween events survey. Below are some key results:

- 88.2% of respondents were satisfied with the Halloween events.
- 95% of respondents were satisfied with the ticket booking system.
- 88.4% of respondents felt that they would revisit or recommend future Council events.
- 87.5% indicated they were satisfied with the accessibility options at the events.
- 93% indicated that they were overall extremely satisfied or satisfied with all the services Council provided.

Comments included:

"I thought overall the events were very well run and the ticketing was easy to purchase and would recommend again".

"My brother has autism and learning difficulties, he looks forward to the fireworks every year and they bring him such joy. It really makes his Halloween - thank you!".

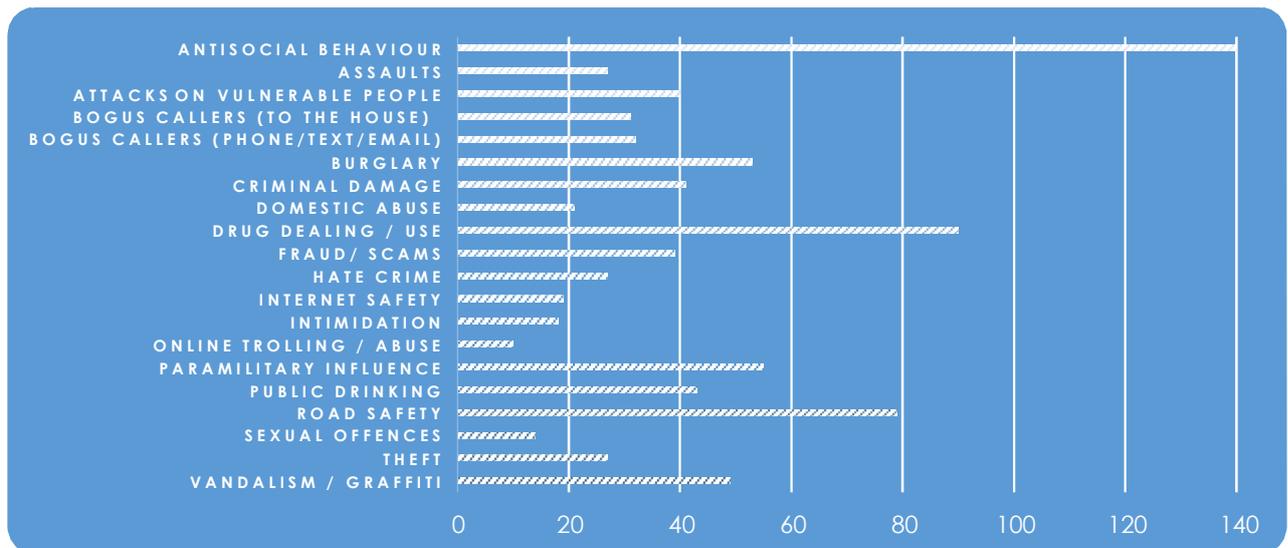
Comments and feedback would be used to shape the Council's Halloween 2023 event programme.

Feeling safe in our Borough Survey – Borough Life

This survey within the Borough Life magazine, with follow up social media, ran from 1 October to 9 November 2022. This survey received 214 responses.

- 80.8% of respondents believed that Antrim and Newtownabbey was a safe place to live.
- 57% stated they were aware of the Antrim and Newtownabbey Policing and Community Safety Partnership.
- 81.8% of respondents would be prepared to contact the PCSP regarding crime, local policing or community safety issues.
- 71% were confident in policing in their area.
- 81.3% of respondents believed that Community Relations were good within the Borough.
- 83.6% stated their belief that the Borough was diverse and welcoming to people from different backgrounds;
- 87.4% of respondents were satisfied with all services provided by the Council.

Respondents were also asked to indicate their top four areas of concern regarding community safety within the Borough.



Respondents provided a range of comments and feedback, which informed the 2023 Action Plan presented to the PCSP partnership at their November planning meeting.

Christmas Switch-On Events Survey

Attendees at the Council Christmas Switch-On Events were surveyed online from 1 to 17 December with 35 responses. Respondents were asked about their level of satisfaction with key elements of each switch-on event:

- 77.1% were satisfied with the festive entertainment on stage.
- 54.3% were satisfied with the Christmas market; 25.7% were neither satisfied nor dissatisfied.

- 48.6% were satisfied with the Switch-On; 14.3% were neither satisfied nor dissatisfied
- 8.6% watched a virtual live stream, and commented favourably on the quality of the stream.
- 85.7% rated as good the accessibility to Council facilities, events and services.

Feedback was being reviewed in relation to the timings of events, Christmas Markets and programme content, and would be reported by Community Planning in January.

Listen 360 Leisure

Listen 360 was a digital customer engagement platform, used to survey leisure customers for their feedback on their recent interactions at Council's Leisure Centres. Customers were sent a communication following a recent visit, being asked to score their visit out of 10 and then asked the reason for the score. This is known as a net promoter score system which would provide a key metric in measuring customer loyalty, as well as key insights into customer's views of their leisure centres.

The current rolling score for leisure was 64 against a UK leisure standard of 34. It was noted that the Net Promoter Score was a current Corporate Performance Indicator for the Leisure Service (Usage/Membership and Subsidy per visit).

Some key annual statistics relating to daily surveys were provided:

- Total survey requests: 11,247
- Total responses: 3,204
- Staff, Facilities and Courtesy remained consistently the top 3 responses/mentions from customers over the past 12 months
- Staff and Facilities were the most frequently mentioned
- Crumlin LC, Ballyearl Arts and Leisure and Antrim Forum showed the highest upward trend in positive comments
- Allen Park (78) and Ballyearl Arts and Leisure (76) had the highest scores across the centres

Open Consultations and Surveys

The following consultations and surveys were currently open:

Live Consultations and Surveys	
Have your say – Corporate Plan 2023-2030	Ends March 2023
Neillsbrook Community Centre – Have your say	Ends December 2023
Enchanted Winter Garden	Ends January 2023
Christmas at our Theatres	Ends January 2023
PEACEPLUS Programme Consultation	December-March 2023

Planned Consultation and Surveys

Details were provided of the planned consultations, which may be subject to change. Outputs from the surveys would be reported through the appropriate Committee when complete.

Planned Consultations and Surveys	
Cleanliness of the Borough and Waste Services Survey (Borough Life)	January 2023
Equality Scheme and Action Plan Consultation	January 2023
Corporate Improvement Plan 2023 -2024 Consultation	March 2023

Proposed by Councillor Wilson
Seconded by Councillor Robinson and agreed that

the report be noted.

NO ACTION

6.7 CCS/CS/006 COMMUNICATIONS AND CUSTOMERS CHANNEL UPDATE

Members were reminded that the Corporate Recovery and Improvement Plan for 2022-23 set out the following Performance Improvement Target, "We will achieve high levels of customer satisfaction".

An update was provided on the indicators that the Plan set out as measurements of progress towards this target covering the period to November 2022.

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.

The October issue of Borough Life contained a "Feeling Safe in our Borough" survey, with **87.4%** satisfaction rating from respondents. During November, the Halloween events survey also gathered responses from residents, returning **95.8%** satisfaction.

The cumulative satisfaction figure for 2022-23 is **92.7%**.

Further surveys during quarter four would include a targeted consultation of residents attending the Enchanted Winter Garden, feedback on the Council's Corporate Plan, and within January's issue of Borough Life, "Cleanliness of the Borough".

2021-22	Target 2022-23	Quarter 1	Quarter 2	October	November
87.5%	80%	N/A	89.8%	87.4%	95.8%

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

A total of **15,666** calls were presented during November 2022, an increase of **11.6%** compared to **14,033** in October 2022, with a total of **121,580** calls presented from 1st April 2022.

The percentage of abandoned calls at the end of November was **5.6%** which was an increase from **5.2%** in October. The overall percentage for abandoned calls for the year, up to the end of November 2022, was **5%**.

2021-22	Target 2022-23	Quarter 1	Quarter 2	October	November
6.0%	6.5%	5.0%	4.7%	5.2%	5.6%

As Council enter a busy period of events and service demands across the whole of the Council, the Customer Service team would continue to support sections with additional resources to maintain high levels of customer service.

We have achieved at least 600,000 online transactions:

Officers continue to promote and monitor the shift of transactions to an online basis, where practical and beneficial. For the purposes of maintaining consistency with previous benchmarks, this indicator focuses upon the number of online transactions including:

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

By the end of November 2022, there had been **579,199** online transactions, which is **96.5%** of the target for the year. There was an increase in online theatre and events bookings with the release of Enchanted Winter Garden tickets during quarters two and three.

2021-22	Target 2022-23	Quarter 1	Quarter 2	October	November
652,593	600,000	176,882	235,715	97,153	69,449

There are at least 5,062 downloads of the Residents App:

Downloads of the ANBorough App are measured through official app stores (Google and Apple) and total **9,140** to date in 2022-23, this is **80.6%** above target for the year.

2021-22	Target 2022-23	Quarter 1	Quarter 2	October	November
14,481	5,062	3,475	3,531	1,094	1,040

The performance of the Corporate Recovery & Improvement Policy 2022-23 would be reported on a quarterly basis to the Policy & Governance and Audit Risk Committees, and within the Annual Report on Performance 2022-23 (Self-Assessment), which would be reviewed by Council and published on the Council's website by 30 September 2023.

Proposed by Councillor Wilson

Seconded by Councillor Robinson and agreed that

the report be noted.

NO ACTION

6.8 HR/LD/020 iCONNECT LIVE, STAFF SURVEY FEEDBACK

Members were reminded that iConnect Live sessions for staff were launched in November 2022 with the aim of providing an opportunity for our teams from different departments across Council to get together and to share information about Council's key achievements, future plans and support employee engagement.

The events were held in Mossley Mill and Antrim Civic Centre and were attended by 173 employees. Hosted by the Mayor and Chief Executive, the events included icebreakers, presentations, a Q&A session, information on staff benefits and career opportunities as well as an opportunity to meet colleagues over lunch.

A copy of the feedback received from employees who attended was circulated for Members' information and as illustrated 93% of those who attended were very/extremely satisfied with the event, 98% left the event feeling more informed about the Council and 97% believed that Council was making positive efforts to communicate and engage with staff.

Following feedback received on future locations and frequency, further events are now scheduled across January and February. Confirmed dates for January are detailed below.

17 January: ESD
19 January: ESD
24 January: Antrim Forum
31 January: ESD

Events to follow in Sixmile and Valley Leisure Centres as well as selected community centres in February.

Proposed by Councillor Wilson
Seconded by Councillor Robinson and agreed that

the report be noted.

NO ACTION

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Mallon
Seconded by Councillor Foster and agreed

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

7 ITEMS IN CONFIDENCE

7.1 **IN CONFIDENCE** G/LAN/024 LAND ADJACENT TO [REDACTED] NURSERY PARK, ANTRIM

[REDACTED]

Following review of title documentation, Council's estate agent has recommended that Council openly market the subject lands for sale.

[REDACTED]

By openly marketing the site, Council can avoid challenge and provide all parties with a fair and reasonable opportunity to acquire the land.

The agent had recommended that the 3m strip of land be openly marketed at a figure of [REDACTED] exclusive of VAT, with a view to achieving value for money and giving any potentially interested party the opportunity to acquire the land.

Proposed by Councillor Wilson
Seconded by Councillor Webb and agreed that

Members agree to sell a 3m strip of land adjacent to [REDACTED] Nursery Park, Antrim on the open market as outlined.

ACTION BY: Liz Johnston, Deputy Director of Performance and Governance (Interim)

7.2 **IN CONFIDENCE** PT/CI/105 CORPORATE PLANNING WORKSHOP 2022

Members were reminded that the Corporate Planning Workshops were held on the 4 November and 2 December 2022 in Mossley Mill Chamber and remotely via zoom.

Reports on the workshops were circulated along with presentation slides, for Members' information.

A Member requested that Officers reassess how outcomes are delivered from future Corporate Planning Workshops.

Proposed by Councillor Mallon
Seconded by Councillor Webb and agreed that

the report be noted with further reports to relevant committees to approve actions.

ACTION BY: Sandra Cole, Director of Finance & Governance

7.3 IN CONFIDENCE FI/PRO/GEN/044 PROCUREMENT TENDER REPORT & AWARD OF CONTRACTS

Members were reminded that Council agreed in June 2021 that the Scheme of Delegation would be used for the award of contracts and that Members would be updated retrospectively.

This process would allow service and project delivery to be expedited more efficiently to facilitate timely delivery of actions against the Council's Recovery plan.

A list of contracts approved by the Corporate Leadership Team and awarded in December 2022 was circulated.

Proposed by Councillor Foster
Seconded by Councillor Robinson and agreed that

the report be noted.

NO ACTION

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Robinson
Seconded by Councillor Foster 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 7.22pm.

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 2018, the General Data Protection Regulation, and legal advice.