



**Minutes of Meeting of the Service Delivery Plan and Resources
Working Group on 1st November 2017 at 15.30 hrs**

Attendance:

Councillors:

Cllr Ruairi McGinley (Chair)
Cllr Mary Freehill
Cllr Vincent Jackson
Cllr Alison Gilliland
Cllr Janice Boylan

Staff

Owen P Keegan, Chief Executive
Eileen Quinlivan, Executive Manager, Transformation Unit

Apologies:

1. Minutes

The minutes of the meeting of 31st August were agreed.

2. Matters Arising

It was noted that staff recruitment and resources were not dealt with in the draft Annual Service Delivery Plan. The issue of contracted services and recruitment of professional staff was discussed.

The Chief Executive stated that the service levels in the Annual Service Delivery Plan are based on the staff numbers that are committed to. A separate report on staffing will be presented to a future meeting of the Working Group.

3. Draft Annual Service Delivery Plan

Eileen Quinlivan outlined the approach used to identify the services for inclusion in the draft Plan, which was based on an analysis of recent customer and Councillor service requests. The headings used in the draft Plan are consistent with the Local Government Act and the requirements of the Members at the Special Meeting of 22nd May, 2017.

A discussion on the services in the draft Plan followed, with a number of clarifications on the detail of individual services sought. It was agreed that it would be useful for the Working Group to meet with the relevant Service Delivery Managers to discuss services in more detail.

The following approach to the adoption of the Annual Service Delivery Plan was agreed:

1. The draft Annual Service Delivery Plan 2018 will be circulated to the full Council for information
2. Two further meetings on the draft Plan will be held where Service Delivery Managers will be in attendance
3. The Annual Service Delivery Plan 2018 will be brought to the full Council for adoption early in the new year

4. Next Meeting

The next meeting of the Working Group will be held on 6th December, 2017 from 2.30pm – 4.30pm, with 30 minutes to be allocated to each broad service area.

Service Delivery Managers from the following services will be in attendance:

- SDP01 Housing Maintenance
- SDP03/04 Roads & Footpath Maintenance
- SDP07 Traffic Advisory Group Requests
- Waste Management Services:
 - SDP10 Illegal Dumping
 - SDP11 Abandoned Vehicles
 - SDP12 Street Cleaning
 - SDP13 Community Cleanups

The meeting concluded at 16.45pm.