



**ORGANISATION REVIEW SUB-COMMITTEE MEETING
THURSDAY 29 MAY 2025**

No	Item	Summary of Key Recommendations	Estimated Timescale for completion
1.	Apologies	Councillors McCully, Nicholl and Peacock	-
2.	Declarations of Interest	None	-
3.	Election of Chair and Vice Chair	to recommend to Corporate Policy and Resources Committee that Alderman Knight-McQuillan is nominated as Chair to recommend to Corporate Policy and Resources Committee that Councillor McCully is nominated as Vice Chair	-
4	Terms of Reference Adopted 4 March 2025 For Information	to recommend that Corporate Policy and Resources Committee amend the Terms of Reference, the time of the	-

		meetings to commence at 6.00pm (and not 5.00pm)	
5.	Number of Directorates	Noted	-
6.	Alignment of Service Areas	Noted	-
7.	Deputisation	Noted	-
8.	The Finance Service / Internal Audit	Noted	-
9.	Planning Service	Noted	-
10.	Opportunities for innovation / digitalisation of services	to recommend to Corporate Policy and Resources Committee that the Terms of Reference are updated to add the Organisation Review Sub Committee can invite other external assistance	-
11.	Date of Next Meeting	to recommend to Corporate Policy and Resources Committee that the next meeting is held on the 3rd Thursday in August 2025 at 6.00pm.	

**MINUTES OF THE ORGANISATION REVIEW SUB COMMITTEE
MEETING
HELD VIA VIDEO-CONFERENCE ON
THURSDAY 29 MAY 2025 AT 6.09PM**

- Chair:** The Chief Executive (Items 1-3)
Alderman Knight-McQuillan (Items 3-11)
- In Attendance:** Alderman Fielding; Councillors Kane, McMullan, Storey
- Officers Present:** D Jackson, Chief Executive
S Duggan, Civic Support & Committee & Member Services Officer
- Press 1 no.
- Substitutions:** Councillor McMullan substituted for Councillor Peacock
Councillor Kane substituted for Councillor McCully

1. APOLOGIES

Apologies were recorded for Councillors McCully, Nicholl and Peacock.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. ELECTION OF CHAIR AND VICE CHAIR

Proposed by Alderman Fielding
Seconded by Councillor Kane and

AGREED – to recommend to Corporate Policy and Resources Committee that Alderman Knight-McQuillan is nominated as Chair.

Proposed by Councillor Kane
Seconded by Alderman Fielding and

AGREED – to recommend to Corporate Policy and Resources Committee that Councillor McCully is nominated as Vice Chair.

4. TERMS OF REFERENCE ADOPTED 4 MARCH 2025 FOR INFORMATION

Copy circulated.

AGREED – to recommend that Corporate Policy and Resources Committee amend the Terms of Reference, the time of the meetings to commence at 6.00pm (and not 5.00pm).

MOTION TO PROCEED ‘IN COMMITTEE’

Proposed by Councillor McMullan
Seconded by Councillor Kane, and

AGREED – that Organisation Review Sub Committee move ‘*In Committee*’.

* **Press left the meeting at 6.12pm.**

The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

5. NUMBER OF DIRECTORATES

The Chief Executive outlined the key points for consideration, he stated there would be an opportunity to discuss with Party Groups and what they would like to see considered, as part of the process.

The Chief Executive outlined the current Directorate position and reporting lines. He summarised the former PwC report against the Local Government Staff Commission report. The Chief Executive advised he had previously shared how other Councils operated.

The Chief Executive advised the Directors would be given an opportunity to provide a view and engage with the Sub committee.

Sub Committee NOTED the verbal update.

6. ALIGNMENT OF SERVICE AREAS

The Chief Executive described various working arrangements in other councils, whilst also presenting synergies within directorates, and referenced the Chief Operating Officer model as a previously discussed option.

* **Councillor Storey arrived at the meeting at 6.23pm.**

Sub Committee NOTED the verbal update.

7. DEPUTISATION

The Chief Executive advised Council did not have a nominated deputy arrangement within Directorates and outlined how this could assist with resilience and career development.

Sub Committee NOTED the verbal update.

8. THE FINANCE SERVICE / INTERNAL AUDIT

The Chief Executive outlined the current position of the Finance Department and reporting lines. He advised on the NIAO view surrounding the Chief Accounting Officer and Internal Audit function, which he stated was an important consideration.

Councillor Storey stated Council now had an opportunity to put in place the right arrangement. Councillor Storey queried emergency cover arrangements on Bank Holidays and Weekends.

Councillor Kane referred to the review as an opportunity, as it had been ten years and was time to look at it again.

The Chief Executive clarified that Council had a weekly Emergency Phone arrangement on a rota amongst Heads of Service.

Sub Committee NOTED the verbal update.

9. PLANNING SERVICE

The Chief Executive outlined the current reporting mechanism, he referred to arrangements for Planning within other Councils.

Councillor Storey referred to a restrictive approach and the need to develop in a positive way. Councillor McMullan concurred. Councillor Kane suggested that the review look at operations within Planning.

Sub Committee NOTED the verbal update.

10. OPPORTUNITIES FOR INNOVATION / DIGITALISATION OF SERVICES

The Chief Executive stated there was an opportunity for technological innovation.

Councillor Storey suggested whether a resource from a business perspective could be invited to commission an independent review of possible structures.

The Chief Executive confirmed that a methodology could be formed on how to appoint an independent member or independent advisor to the sub committee and he would bring a report back.

Proposed by Councillor Storey
Seconded by Alderman Knight-McQuillan and

AGREED – to recommend to Corporate Policy and Resources Committee that the Terms of Reference are updated to add the Organisation Review Sub Committee can invite other external assistance.

11. DATE OF NEXT MEETING

AGREED – to recommend to Corporate Policy and Resources Committee that the next meeting is held on the 3rd Thursday in August 2025 at 6.00pm.

There being no further business, the Chair thanked everyone for their attendance and the meeting closed at 7.02pm.

Chair