

May 11th, 2017

Notice Of Meeting

You are invited to attend the Active and Healthy Communities Committee meeting to be held on **Monday, 15th May 2017 at 6:00 pm** in **Mourne Room, Downshire Civic Centre, Downpatrick.**

Chair: Cllr M Carr

Vice: Cllr L Kimmins

Members:

Cllr S Burns Cllr P Byrne

Cllr S Doran Cllr G Fitzpatrick

Cllr V Harte Cllr H Harvey

Cllr D Hyland Cllr K Loughran

Cllr A McMurray Cllr B Ó'Muirí

Cllr D Taylor Cllr J Trainor

Cllr W Walker

Agenda

1.0 Apologies and Chairperson's Remarks

2.0 Declarations of Interest

3.0 Action Sheet arising from AHC Meeting held on 20 April 2017

 *AHC-20042017.pdf*

Page 1

Community Engagement

4.0 Community Centre Review

Appendix B to follow


 *Item 4 - Community Centre Review - May 2017.pdf*

Page 11

 *Item 4 - Appendix A Community Centre Review ToR May 17.pdf*

Page 13

5.0 Community Support Loans

 *Item 5 - Community Support Loans May 17.pdf*

Page 16

6.0 DEA Update

 *Item 6 - DEA update - May 2017 AHC report.pdf*

Page 18

7.0 Financial Assistance

 *Item 7 - Financial Assistance May 2017.pdf*

Page 20

 *Item 7 - Appendix call 1 2017 analysis.pdf*

Page 22

8.0 MMA Request for Donation

 *Item 8 - MMA request for donation, Rescue 116.pdf*

Page 35

Leisure and Sports

9.0 Indoor Leisure Staff Training Day


 *Item 9 - AHC Indoor Leisure Staff Training Days May 17.pdf*

Page 37

10.0 Press Advertisement for SANDSA - Online Funding

 *Item 10 - SANDSA information sessions - May 2017.pdf*

Page 39

 *Item 10 Appendix for SANDSA report.pdf*

Page 41

Health & Wellbeing

11.0 Service Level Agreement with Drinking Water Inspectorate


 *Item 11- AHC May 17 DWI SLA.pdf*

Page 42

 *Item 11- appendix - DWI - Service Level Agreement between DWI and Councils on Private Water - Version 1.0.pdf*

Page 44

12.0 Funding Request from Sustainable NI

 *Item 12- AHC May 2017 SNI request.pdf*

Page 56

 *Item 12- Appendix - Sustainable NI.pdf*

Page 58

Invitees

Cllr Terry Andrews	terry.andrews@nmandd.org
Cllr Naomi Bailie	naomi.bailie@nmandd.org
Cllr Patrick Brown	patrick.brown@nmandd.org
Cllr Robert Burgess	robert.burgess@nmandd.org
Cllr Stephen Burns	stephen.burns@nmandd.org
Cllr Pete Byrne	pete.byrne@nmandd.org
Cllr Michael Carr	michael.carr@nmandd.org
Mrs Dorinnia Carville	dorinnia.carville@nmandd.org
Cllr charlie casey	charlie.casey@nmandd.org
Cllr William Clarke	william.clarke@nmandd.org
Cllr Garth Craig	garth.craig@nmandd.org
Cllr Dermot Curran	dermot.curran@nmandd.org
Cllr Laura Devlin	laura.devlin@nmandd.org
Mr Eoin Devlin	eoin.devlin@nmandd.org
Cllr Sean Doran	sean.doran@nmandd.org
Cllr Cadogan Enright	cadogan.enright@nmandd.org
Cllr Gillian Fitzpatrick	gillian.fitzpatrick@nmandd.org
Cllr Glyn Hanna	glyn.hanna@nmandd.org
Mr Liam Hannaway	liam.hannaway@nmandd.org
Cllr Valerie Harte	valerie.harte@nmandd.org
Cllr Harry Harvey	harry.harvey@nmandd.org
Cllr Terry Hearty	terry.hearty@nmandd.org
Cllr David Hyland	david.hyland@nmandd.org
Cllr Liz Kimmins	liz.kimmins@nmandd.org
Cllr Mickey Larkin	micky.larkin@nmandd.org
Mr Michael Lipsett	michael.lipsett@nmandd.org
Cllr Kate Loughran	kate.loughran@nmandd.org
Cllr Jill Macauley	jill.macauley@nmandd.org
Cllr Kevin Mc Ateer	kevin.mcateer@nmandd.org
Cllr Declan McAteer	declan.mcateer@nmandd.org
Cllr Oksana McMahon	oksana.mcmahon@nmandd.org
Cllr Andrew McMurray	andrew.mcmurray@nmandd.org
Eileen McParland	eileen.mcparland@nmandd.org
Mr Roland Moore	roland.moore@nmandd.org
Cllr Roisin Mulgrew	roisin.mulgrew@nmandd.org
Cllr Mark Murnin	mark.murnin@nmandd.org
Cllr Barra O Muiri	barra.omuiri@nmandd.org
Cllr Pol O'Gribin	pol.ogribin@nmandd.org
Mr Canice O'Rourke	canice.orourke@downdc.gov.uk
Ms Patricia Oakes	patricia.oakes@nmandd.org
Cllr Brian Quinn	brian.quinn@nmandd.org

Cllr Henry Reilly	henry.reilly@nmandd.org
Cllr Michael Ruane	michael.ruane@nmandd.org
Cllr Gareth Sharvin	gareth.sharvin@nmandd.org
Cllr Gary Stokes	gary.stokes@nmandd.org
Sarah Taggart	sarah-louise.taggart@nmandd.org
Cllr David Taylor	david.taylor@nmandd.org
Caroline Taylor	Caroline.Taylor@downdc.gov.uk
Cllr Jarlath Tinnelly	jarlath.tinnelly@nmandd.org
Cllr John Trainor	john.trainor@nmandd.org
Cllr William Walker	william.walker@nmandd.org
Mrs Marie Ward	marie.ward@nmandd.org

ACTIONS OUTSTANDING FROM PREVIOUS ACTIVE & HEALTHY COMMUNITIES MEETINGS

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/115/2016		<ul style="list-style-type: none"> Undertake consultation exercise through each DEA, with communities that Council currently supply to consider a one-off payment to assist with the purchase of trees and/or illuminations from 2017 forward. Cross-departmental review of post-Christmas 2016, to inform arrangements for 2017 and report back to relevant Committees. 	J Hillen	<p>Ongoing</p> <p>Ongoing</p>	<p>N</p> <p>N</p>
AHC/116/2016	Supporting Communities Projects	<p>It was agreed to approve the recommendations contained in report dated 19 September 2016 from Ms J Hillen, Assistant Director, Community Engagement regarding Supporting Communities Projects, as follows:</p> <ul style="list-style-type: none"> Council consider Capital and Revenue provision to support Community Associations with facility and/or programme development and to satisfy external funding body requirements for match funding Council agree to ring fence funding required to meet design costs associated with Drumalane Community Association build Officers investigate the introduction of a Community 	J Hillen	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Support Loan Scheme and report back to Committee with an options paper			
AHC/117/2016	Indoor Leisure Business Plan	<p>It was agreed to approve as follows as per Report dated 19 September 2016 regarding Indoor Leisure Business Plan Update: The Council to progress the recommendations set out in the Report, specifically Table 3 (as per Appendix A), and engage assistance where necessary, in order to achieve this plan by the end of 2020/21 financial year, specifically:</p> <ul style="list-style-type: none"> • ICT – immediate review, enhancement and implementation of modern infrastructure by end of 2016/17 to support Business Plan objectives and reporting. • Marketing and Branding – immediate development and implementation of a strategy to include sub brand, transparent customer journey, staff training and recruitment of additional resource by end of 2016/17. • Pricing – review and simplification of structure with presentation of proposals for Committee decision by end of 2016/17. • Programme and Resource – develop clear linkages with 	R Moore	<p>ICT – Phase 1 complete April 17, Phase 2 In progress</p> <p>Marketing and Branding – in progress</p> <p>Pricing – complete Feb 17</p> <p>Programme and resource – in progress</p> <p>Additional income opportunities – in progress</p>	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>other departments, specifically Sports Development, to begin to increase participation and programmes on offer with additional 2 Officers resource as identified, recruited by end of 2016/17.</p> <ul style="list-style-type: none"> • Additional income opportunities – develop proposals for consideration for facility enhancements for use of low occupancy space and specifically Kilkeel Leisure Centre Fitness Suite Space by end of 2017/18. 			
AHC/118/2016	Newry Leisure Centre – Phase 2	<p>It was agreed as follows as per recommendation contained in report dated 19 September 2016 from Mr K Gordon, Head of Indoor Leisure, regarding Newry Leisure Centre – Phase 2 – Operating Model:</p> <ul style="list-style-type: none"> • To approve opening arrangements • Officers to commence consultation with staff over proposed hours and shifts and also clubs and user groups in relation to booking provision • On conclusion of consultation process, officers to provide an accurate budget proposal for 2017/18 Rate Estimates process • Officers and staff to further 	R Moore	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		develop the transitional plans and preparations needed for the future opening of Newry Leisure Centre Phase 2. These proposed arrangements should allow an ability to adapt over time as customer focus will be key.			
AHC/149/2016	Extension of Facility Management Agreement with Castlewellan Community Partnership	It was agreed to accept the officer's recommendation to: <ul style="list-style-type: none"> • The extension of Facilities Management Agreement with Castlewellan Community Partnership until April 2016 (with monthly renewal thereafter until the premises are vacated for redevelopment); • The development of a long-term lease agreement with the Partnership for the future management of the Centre (following valuation, if required and subsequent agreement with Partnership Members and Council). 	J Hillen	<p>Actioned</p> <p>In progress</p>	<p>Y</p> <p>N</p>
AHC/151/2016	Approval for Minor Improvements at Barcroft and Annalong Community Centres	It was agreed to accept the officer's recommendation to: <ul style="list-style-type: none"> • Install CCTV to the exterior of the Barcroft Community Centre (subject to successful funding bid) • Update kitchen units, radiators and install a new dishwasher in Annalong Community Centre 	J Hillen	Actioned	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		(subject to successful funding bid) It was also agreed that officers would investigate the possibility of replacing the green fencing at Barcroft with smaller wooden fencing.			
AHC/169/2016	Creche Space Operating Model for Newry Leisure Centre – Phase 2	It was agreed to accept the officer's recommendation not to proceed with making arrangements to operate a drop-in baby minding service and research alternate operating models and use for the space and bring a report back to Committee at a later date detailing proposed options for consideration.	R Moore	In progress	N
AHC/14/2017	Ballyhornan Coastal Improvement	It was agreed that the use of Down Your Street/Live Here Love Here Funding to erect a fence at Ballyhornan to protect the amenity grass area from further erosion, be approved. It was agreed that an interpretation panel be included explaining to the public why the fence had been erected.	D Begley D Begley	In progress	N
AHC/19/2017	Proposed Licence Agreement between U3A and NMDDC for use of the Cloughreagh CC	1. Approval given to LPS valuation for proposed 5 yr licence for the full use of Cloughreagh Community Centre from 9am-4pm Mon-Fri during school term time.	J McCann	Ongoing	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		2. If the valuation is agreeable to both parties, documentation in relation to a Licence agreement be drawn up and brought back to Committee for approval.			
AHC/20/2017	Proposed Licence Agreement between the Down Community and NMDDC for use of Meeting Room in Dan Rice Hall.	1. Approval given to the LPS valuation for proposed 5 yr licence for the full use of the meeting room in Dan Rice Hall by the Down Community Group (estimate for both 5 and 7 days). 2. If the valuation is agreeable to both parties; documentation in relation to a Licence agreement be drawn up and brought back to Committee for approval.	J McCann	Ongoing	N

ACTION SHEET ARISING FROM AHC MEETING HELD ON 20 APRIL 2017

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/56/2017	Action Sheet of AHC Committee held on 20 March 2017	<p>AHC/38/2017 - Presentation – ORNI It was agreed to proceed to develop an SLA with ORNI which would be brought back to the next Committee Meeting providing Members with more detail, including the level of cost required.</p> <p>AHC/53/2017 – Update on Footgolf It was agreed to approve a seasonal lease on a pro-rata basis to the Footgolf operator</p>	<p>C Haughey</p> <p>M Lipsett</p>	<p>In progress</p> <p>Letter sent to Operator on 10/05/17</p>	<p>N</p> <p>Y</p>
AHC/57/2017	Community Trails SLA with Outdoor Recreation	As above, it was agreed to proceed to develop an SLA with ORNI which would be brought back to the next Committee Meeting providing Members with more detail, including the level of cost required.	C Haughey	In progress	N
AHC/59/2017	South Armagh/South Down Peace Centre Stage II Application	It was agreed to forward the report for the nomination of positions for the Partnership Board of the Peace IV Stage II South Armagh/South Down Peace Centre to the Party Representatives Meeting for	J McCabe	Nominations from party representatives received and the Partnership board met on Tuesday 8 May to approve Stage 2 application.	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		nominations.			
AHC/61/2017	Use of Grass Pitches	It was agreed that this matter be deferred until investigations into the benefits arising out of the Sports Strategy, especially with regard to pitch quality, before any decision would be taken on this issue.	C Haughey	In progress	N
AHC/62/2017	Disability Sports Hub Project	<p>It was agreed to support the development of a Disability Sports Development Plan 2017-2019 and set up a Disability Sports Hub in partnership with Disability Sport NI and to consider Council signing up to a Memorandum of Understanding with Disability Sport NI in order to accept the new Hub equipment and thereafter develop a 2 year development plan and increase access to sports for less abled.</p> <p>It was recommended that the training fund for the equipment of £1900 which was to be provided by the Council that should have been noted in the report was agreed.</p> <p>It was also agreed to ensure the Hub equipment was transferable across the District.</p>	C Haughey	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/63/2017	Expression of Interest Regards Leasing Council Land	It was agreed to approve the public adverts for the Expression of Interest in line with NMDDC lease/sale policy and to approve the officer's recommendation. It was agreed that any submissions would be evaluated by the Administration Department to ensure their business case sets out how sports clubs would deliver on the rights of all existing users.	C Haughey	In progress	N
AHC/64/2017	Café Operating Model for Newry Leisure Centre	It was agreed to note the contents of the report and consider and agree to Café Operating model for Newry Leisure Centre Phase 2.	K Gordon	Closed	Y
AHC/65/2017	Macmillan Cancer Support Project	It was agreed to submit the application and letter of support to the Macmillan Move More Project 2017-2020, in order to improve the quality of life for people living with cancer in Newry, Mourne and Down District and to consider recommendations as outlined below: <ul style="list-style-type: none"> • The Council agreed to submit the application for the partnership of Move More 	C Haughey	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>programme with Macmillan Cancer Support for Newry, Mourne and Down</p> <ul style="list-style-type: none"> • The Council to approve the letter of support to Macmillan approving to be the lead partner for this project • If the application for the 3 year funded programme was successful then allow officers to proceed and internally recruit the coordinator post, to commence the programme from September 2017 to September 2020. 			
AHC/66/2017	Affordable Warmth Scheme Update	<p>It was agreed to write to the Permanent Secretary at the Department for Communities to express concerns with the current situation regarding Affordable Warmth Scheme.</p> <p>It was also agreed to amend the letter to make it known to the Permanent Secretary that a cut had been expected however not as severe as what was implemented and asked for the reasons behind this severity.</p>	E Devlin		

Report to:	Active and Healthy Communities Committee
Date of Meeting:	15 May 2017
Subject:	Community Centre Review
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Julie McCann, Head of Community Services

Decisions required:

- **Request for Committee approval to accept findings of Stage 2 of Community Centre Review and proceed with implementation of Stage 3.**

1.0	Purpose and Background:
1.1	<p>In January 2016, AHC Committee agreed to continue providing allocations for community facilities through the rates process and also subsequently agreed to;</p> <p><i>'carry out a holistic review of allocations, including an audit of facility effectiveness. Initiate a consultation exercise with DEA Fora and with facilities currently funded and for DEA Coordinators to liaise on an individual basis and build capacity with centre representatives who have been in receipt of council support for a considerable time from legacy Councils'</i></p> <p>Terms of Reference for the 'review' were subsequently agreed by AHC in April 2016 and Stage I commenced. Findings of Stage I were approved by AHC in October 2016 and Terms of Reference agreed for Stage II.</p>
2.0	Key issues:
2.1	<p>Subject to agreement on the findings of Stage II and to continue building an evidence base for the comparison of different operating models, Stage 3 (Review of Community Owned Building with no Council contribution) should commence without delay.</p> <p>Stage III will primarily be a random sample survey of a number of community facilities across the District. This will allow Council to compare the effectiveness of organisations that operate without Council support.</p>
3.0	Recommendations:
3.1	Request for Committee approval to accept findings of Stage II (Appendix 2) of Community Centre Review and proceed with implementation of Stage III.
4.0	Resource implications

4.1	Officers time Resource for County Down Rural Community Network (assisted by Confederation of Community Groups when required) has been built into Service Level Agreements for 2017/18.
5.0	Equality and good relations implications:
5.1	All centres will be reviewed using the same assessment tools.
6.0	Appendices
6.1	Appendix 1: Centre Review Terms of Reference Appendix 2: Stage II Effectiveness Review Report (To follow)

COMMUNITY CENTRE PROVISION REVIEW

& AUDIT OF EFFECTIVENESS

Revised Terms of Reference

Purpose and Background

At present, Newry, Mourne & Down District Council are either directly or indirectly involved in supporting a large number of community organisations/facilities. There are a number of different operating/funding models currently being employed as a result of legacy arrangements in place before the formation of the new Council.

At a recent meeting of the Active & Healthy Communities Committee (Jan 16), it was acknowledged that a comprehensive review was required before support mechanisms could be overhauled, realigned and distributed more equitably across the District.

It was further accepted that many of the current arrangements had been in place for a considerable period of time and that a programme of support and capacity building would have to be developed in tandem with the review. The role of the newly established District Electoral Area Forums (and Coordinators) would also be central to partnership working in community centre provision in the future.

Review Specifications

Overall objectives:

- Initiate investigation into current community centre provision across District
- Engage in discussion around key local issues emerging in relation to capacity/effectiveness/value for money
- Identify short, medium and long-term objectives relating to future support mechanisms
- Implement agreed District wide plan to ensure equitable community centre/support provision

Review Phases

1. Map current provision

- Identify the number of supported community facilities throughout the District
- Ascertain the different ownership arrangements/funding models in place, specifically:
 - Council owned and community managed
 - Community owned with Council contribution
 - Externally funded without Council input (e.g. DSD Neighbourhood Renewal)
 - 100% Council owned and managed
- Physically map Council provision across the District to determine areas with concentrated or lack of supported facilities

2. Audit of Effectiveness

- Initiate effectiveness review across four identified models
- Review of models should include:
 - Effectiveness of facility management (usage figures vs capacity)
 - Capacity of management/volunteers/staff
 - Cost benefit analysis
 - Frequency of meetings
 - Administrative arrangements (including agendas/filing)
 - Training provided/attended
 - Procedures to include health & safety, first aid, child protection, access checks for volunteers
 - Financial accountability (audited accounts/signatories/debt management/profit)
 - Forward planning (including marketing/fundraising/crisis management)
 - Physical survey (floor plan, areas for potential development, areas of risk)
- Identify programme of capacity building, training & development to maximise effectiveness (with particular focus on community led models)
- Production of report highlighting review findings and draft proposals for future centre provision

3. Consultation with DEA Fora & N,M&DD Council

- Undertake robust consultation with DEA Fora (to include wider community) on the report findings
- Review internally, to include Council Equality Officer, Human Resources, Trade Unions and Legal Advisor

4. Implementation of Agreed Centre Provision Models and Capacity Building Programme

- Subject to ratification at full Council, implement new support models/mechanisms for community centre provision
- Roll out District wide capacity building programme for community organisations involved in centre provision

Revised Timeline & Areas of Responsibility

Phase	Review	Timescale	Responsibility
1	Map current provision	March 2016	Council Officers
2	Audit of Effectiveness Stage 1 Council owned Stage 2 Community owned Stage 3 Externally supported Stage 4 Council owned & managed	April 2016 – Aug 2017	Council Officers External provider
3	Consultation	Sept – Dec 2017	DEA Fora Wider Community N,M & DDC
4	Implementation	Mar 2018 – Forward	N,M & DDC External provider

Report to:	Active & Healthy Communities
Date of Meeting:	15 May 2017
Subject:	Community Support Loans
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Justyna McCabe, Programmes Unit

Decisions required:

Members are asked to note the contents of the report and agree that Officers:

- Continue to support community organisations who are undertaking capital projects
- Continue to signpost to established charitable organisations who provide support loans (if required)
- Investigate the viability of introducing a Fund Management Loan Arrangement (if required and subject to budget within 18/19 financial year)
- Re-assess levels of match funding required by Council for community capital projects as part of the overall Financial Assistance Review in June 2017

1.0	Purpose and Background:
1.1	<p>The following Notice of Motion came forward for consideration from Council Meeting held on 9th January 2017:</p> <p>"Council notes that many small community organisations do not have the cash flow to fund large projects that have been agreed for grant-aiding by Council. Council's policy of releasing 50% of grants to assist cash flow does not resolve this situation sufficiently for projects that involve several thousand pounds.</p> <p>Management are required to bring forward practical proposals to enable such projects to proceed without cash-flow issues."</p>
2.0	Key issues:
2.1	<p>Officers from AHC has convened a number of meetings to investigate options open to Council, specifically:</p> <ul style="list-style-type: none"> • Series of cross departmental meetings with representation from Finance and Legal Services and Programmes Unit • County Down Rural Community Network (who administered a Community Loan Scheme on behalf of Down District Council) • Ulster Community Investment Trust (UCIT) (a N.I. based charity that has provided Support Loans for a number of local groups) <p>It was acknowledged that:</p>

	<ul style="list-style-type: none"> • Council Officers are working very closely with Associations under taking larger schemes and are providing project management support advice on cash flow issues (E.g. Newry Street Unite, Drumalane Community Centre, Saintfield Community Association, Kilcoo GAC) • Resources do not currently exist internally to administer a Community Loan Scheme • If resource is made available Council may want to consider in more detail the implications of providing loans and grant aid to the same group, especially is a loan defaults • External administration of a Scheme would require management fees which have not been budgeted in 17/18 rates estimates • Charitable organisations have been established to issue Community Support Loans. UCIT for example have a proven track record locally and have a very low failure and default rate on current loans • Programmes Unit are currently undertaking a review of Councils Financial Assistance Programme (recommendations will be tabled at AHC in June 2017. This Review will re-assess Councils 50% requirement of match funding and inform whether a Fund Management Scheme would be required within the District
3.0	Recommendations:
3.1	<p>Members are asked to note the contents of the report and agree that Officers:</p> <ul style="list-style-type: none"> • Continue to support community organisations who are undertaking capital projects • Continue to signpost to established charitable organisations who provide support loans (if required) • Investigate the viability of introducing a Fund Management Loan Arrangement (subject to budget within 18/19 financial year) • Re-assess levels of match funding required by Council for community capital projects as part of the overall Financial Assistance Review in June 2017
4.0	Resource implications
4.1	<p>Officer Time</p> <p>Allocation within 18/19 rates estimates (if required)</p>
5.0	Equality and good relations implications:
5.1	None
6.0	Appendices
6.1	None

Report to:	Active and Healthy Communities Committee
Date of Meeting:	15 May 2017
Subject:	DEA Fora Update
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement Suzanne Rice, DEA Coordinator (Crotlieve)

Decisions required:

- Members are asked to note the contents of the report below.

1.0	Purpose and Background:
1.1	<p>DEA public meetings took place in Rowallane and Crotlieve DEAs on the 25th April and 4th May respectively. Approximately 60 people attended the two meetings. Health and Wellbeing was the theme of both meetings. Information on local support services and programmes was provided. The meetings concentrated on the issues raised during the public consultations such as mental health, drugs and alcohol, cancer and suicide.</p> <p>On Friday 5th May, 110 schoolchildren in Crotlieve DEA participated in a schools sports programme in Warrenpoint.</p> <p>DEA Coordinators met with representatives from Citizens Advice Newry, Mourne and Down and agreed to promote Citizens Advice services in each DEA.</p> <p>DEA Coordinators worked with officials from the Council's Programmes Unit to assess applications received under Financial Assistance Call 1.</p> <p>DEA coordinators are working with officials from the Council's ERT Department to promote and assist with the village plan consultations.</p>
2.0	Key issues:
2.1	None.
3.0	Recommendations:
3.1	Members are asked to note the report above.
4.0	Resource implications
4.1	Not applicable.
5.0	Equality and good relations implications:
5.1	Not applicable.
6.0	Appendices

	None.
--	-------

Report to:	Active and Healthy Communities
Date of Meeting:	15 May 2017
Subject:	Financial Assistance
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Justyna McCabe, Programmes Unit

Decisions required:

The following recommendations are made for approval:

1. Approval to fund applications in Call 1 for the 2017-2018 period as per the Appendix.
2. Approval for Financial Assistance Call 2 (subject to the confirmation of budgets).

1.0	Purpose and Background:
1.1	<p>The first call for Financial Assistance opened on Monday 27 February and closed on Friday 31 March with a total of 457 applications bring received under the following themes:</p> <ul style="list-style-type: none"> • Major/Minor Events • Summer Schemes • Community Capital Schemes • AHC Sports Development • AHC Community Engagement • Arts & Culture • Sports Facility Capital Schemes • Live Here, Love Here • Sports Facility Feasibility Studies <p>There has been a year on year increase in the number of applicants passing stage 1 basic eligibility and stage 2 scoring; from 44% passing in year one, 56% in year 2 and 65% in the present call.</p> <p>Attached is a report which provides a breakdown of the number of applications, pass and fail at each stage of the process, geographical spread of the applications received and successful and a breakdown of the final allocations to successful applicants.</p>
1.2	<p>It is anticipated that Call 2 will open in the summer under the following themes, subject to the confirmation of budgets:</p> <ul style="list-style-type: none"> • Live Here, Love Here • Good Relations • PCSP • Christmas Illuminations • Minor Capital Schemes

2.0	Key issues:
2.1	<ul style="list-style-type: none"> Under some themes the amount of funding requested was much higher than the available budget and as a result groups have been awarded less funding than they had requested. Managing the unsuccessful outcomes through the review process.
3.0	Recommendations:
3.1	<ul style="list-style-type: none"> Approval to fund applications in call one for the 2017-2018 period as per the Appendix. Approval for Financial Assistance Call 2 (subject to the confirmation of budgets).
4.0	Resource implications:
4.1	The total amount awarded for each theme as per the Appendix.
5.0	Equality and good relations implications:
5.1	There is an inclusion of equality and good relations within the applications and the process is underpinned by Equality and Good Relations principles.
6.0	Appendices
6.1	Call 1 Analysis

Call 1 for Financial Assistance 2017 Newry, Mourne and Down District Council

Applications received 457

Applications received 457

Applications recommended for funding 299

Total applications awarded 65%

Amount requested from successful applicants: £1,380,842.94

Total amount awarded to successful applicants: £1,235,178.50

Of the 457 applications:

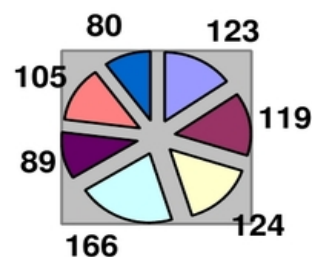
299 were awarded

40 failed Basic Eligibility = 9%

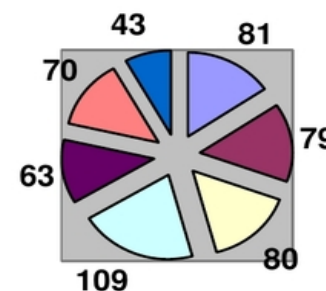
118 failed stage 2 Scoring = 26%



Applications Received by Project Delivery Area



Applications Awarded by Project Delivery Area



**Breakdown of Applications per stage &
Final Amount Recommended for Award**

Arts and Culture

40 applications

Stage 1 = 1 Fail

Ref	Passed basic eligibility
AC-32-2017	No

Stage 2 = 7 Fail

Ref	Passed basic eligibility	Stage 2
AC/5/2017	yes	No
AC/10/2017	yes	No
AC/18/2017	yes	No
AC/19/2017	yes	No
AC/22/2017	yes	No
AC/33/2017	yes	No
AC/39/2017	yes	No

Stage 1 & 2 = 32 Pass & Amount Recommended for Awarded

Ref	Passed basic eligibility	Stage 2	Recommended Amount Awarded
AC-1-2017	yes	yes	£750.00
AC-2-2017	yes	yes	£750.00
AC-3-2017	yes	yes	£750.00
AC-4-2017	yes	yes	£750.00
AC-6-2017	yes	yes	£750.00
AC-7-2017	yes	yes	£750.00
AC-8-2017	yes	yes	£750.00
AC-9-2017	yes	yes	£750.00
AC-11-2017	yes	yes	£750.00
AC-12-2017	yes	yes	£750.00
AC-13-2017	yes	yes	£750.00
AC-14-2017	yes	yes	£750.00
AC-15-2017	yes	yes	£750.00
AC-16-2017	yes	yes	£750.00
AC-17-2017	yes	yes	£750.00
AC-20-2017	yes	yes	£750.00
AC-21-2017	yes	yes	£750.00
AC-23-2017	yes	yes	£750.00
AC-24-2017	yes	yes	£750.00
AC-25-2017	yes	yes	£750.00
AC-26-2017	yes	yes	£750.00
AC-27-2017	yes	yes	£750.00
AC-28-2017	yes	yes	£750.00
AC-29-2017	yes	yes	£750.00
AC-30-2017	yes	yes	£750.00
AC-31-2017	yes	yes	£750.00
AC-34-2017	yes	yes	£750.00
AC-35-2017	yes	yes	£750.00
AC-36-2017	yes	yes	£750.00
AC-37-2017	yes	yes	£750.00
AC-38-2017	yes	yes	£750.00
AC-40-2017	yes	yes	£750.00
Total Awarded			£24,000.00

**Breakdown of Applications per stage &
Final Amount Recommended for Award**

Summer Scheme

66 applications

Stage 1 = 1 Fail

Ref	Passed basic eligibility
SS/51/2017	No

Stage 2 = 9 Fail

Ref	Passed basic eligibility	Stage 2
SS-14-2017	yes	No
SS-21-2017	yes	No
SS-25-2017	yes	No
SS-26-2017	yes	No
SS-28-2017	yes	No
SS-31-2017	yes	No
SS-33-2017	yes	No
SS-34-2017	yes	No
SS-60-2017	yes	No

Stage 1 & 2 ~ 56 Pass & Amount Recommended for Awarded

Ref	Passed basic eligibility	Stage 2	Recommended Amount Awarded
SS-1-2017	yes	yes	£500.00
SS-2-2017	yes	yes	£500.00
SS-3-2017	yes	yes	£500.00
SS-4-2017	yes	yes	£500.00
SS-5-2017	yes	yes	£500.00
SS-6-2017	yes	yes	£500.00
SS-7-2017	yes	yes	£500.00
SS-8-2017	yes	yes	£500.00
SS-9-2017	yes	yes	£500.00
SS-10-2017	yes	yes	£500.00
SS-11-2017	yes	yes	£500.00
SS-12-2017	yes	yes	£500.00
SS-13-2017	yes	yes	£500.00
SS-15-2017	yes	yes	£500.00
SS-16-2017	yes	yes	£500.00
SS-17-2017	yes	yes	£500.00
SS-18-2017	yes	yes	£500.00
SS-19-2017	yes	yes	£500.00
SS-20-2017	yes	yes	£500.00
SS-22-2017	yes	yes	£500.00
SS-23-2017	yes	yes	£500.00
SS-24-2017	yes	yes	£500.00
SS-27-2017	yes	yes	£500.00
SS-29-2017	yes	yes	£500.00
SS-30-2017	yes	yes	£500.00
SS-32-2017	yes	yes	£500.00
SS-35-2017	yes	yes	£500.00
SS-36-2017	yes	yes	£500.00
SS-37-2017	yes	yes	£500.00
SS-38-2017	yes	yes	£500.00

SS-39-2017	yes	yes	£500.00
SS-40-2017	yes	yes	£500.00
SS-41-2017	yes	yes	£500.00
SS-42-2017	yes	yes	£500.00
SS-43-2017	yes	yes	£500.00
SS-44-2017	yes	yes	£500.00
SS-45-2017	yes	yes	£500.00
SS-46-2017	yes	yes	£500.00
SS-47-2017	yes	yes	£500.00
SS-48-2017	yes	yes	£500.00
SS-49-2017	yes	yes	£500.00
SS-50-2017	yes	yes	£500.00
SS-52-2017	yes	yes	£500.00
SS-53-2017	yes	yes	£500.00
SS-54-2017	yes	yes	£500.00
SS-55-2017	yes	yes	£500.00
SS-56-2017	yes	yes	£500.00
SS-57-2017	yes	yes	£500.00
SS-58-2017	yes	yes	£500.00
SS-59-2017	yes	yes	£500.00
SS-61-2017	yes	yes	£500.00
SS-62-2017	yes	yes	£500.00
SS-63-2017	yes	yes	£500.00
SS-64-2017	yes	yes	£500.00
SS-65-2017	yes	yes	£500.00
SS-66-2017	yes	yes	£500.00
Total Awarded			£28,000

**Breakdown of Applications per stage &
Final Amount Recommended for Award**

Community Capital

19 applications

Stage 1 = 11 Fail

Ref	Passed basic eligibility
CC-1-2017	No
CC-2-2017	No
CC-3-2017	No
CC-4-2017	No
CC-10-2017	No
CC-11-2017	No
CC-12-2017	No
CC-13-2017	No
CC-15-2017	No
CC-17-2017	No
CC-19-2017	No

Stage 2 = 0 Fail

Ref	Passed basic eligibility	Stage 2

Stage 1 & 2 - 8 Pass & Amount Recommended for Awarded

Ref	Passed basic eligibility	Stage 2	Recommended Amount Awarded
CC-5-2017	yes	yes	£54,028.00
CC-6-2017	yes	yes	£100,000.00
CC-7-2017	yes	yes	£29,570.00
CC-8-2017	yes	yes	£80,000.00
CC-9-2017	yes	yes	£86,501.00
CC-14-2017	yes	yes	£97,544.00
CC-16-2017	yes	yes	£18,012.00
CC-18-2017	yes	yes	£35,000.00
Total Awarded			£500,655.00

**Breakdown of Applications per stage &
Final Amount Recommended for Award
Capital Sports Development**

23 applications

Stage 1 = 10 Fail

Ref	Passed basic eligibility
CSD-3-2017	No
CSD-4-2017	No
CSD-5-2017	No
CSD-6-2017	No
CSD-8-2017	No
CSD-9-2017	No
CSD-11-2017	No
CSD-12-2017	No
CSD-15-2017	No
CSD-20-2017	No

Stage 2 =4 Fail

Ref	Passed basic eligibility	Stage 2
CSD-1-2017	yes	No
CSD-13-2017	yes	No
CSD-18-2017	yes	No
CSD-21-2017	yes	No

Stage 1 & 2 =9 Pass & Amount Recommended for Awarded

Ref	Passed basic eligibility	Stage 2	Recommended Amount Awarded
CSD-2-2017	yes	yes	£41,960.00
CSD-7-2017	yes	yes	£32,500.00
CSD-10-2017	yes	yes	£16,059.00
CSD-14-2017	yes	yes	£33,989.00
CSD-16-2017	yes	yes	£100,000.00
CSD-17-2017	yes	yes	£35,000.00
CSD-19-2017	yes	yes	£69,289.00
CSD-22-2017	yes	yes	£100,000.00
CSD-23-2018	yes	yes	£17,150.00
Total Awarded			£445,947.00

**Breakdown of Applications per stage &
Final Amount Recommended for Award**

Sports Development

75 applications

Stage 1 = 3 Fail

Ref	Passed basic eligibility
SD-4-2017	No
SD-21-2017	No
SD-30-2017	No

Stage 2 = 26 Fail

Ref	Passed basic eligibility	Stage 2
SD-1-2017	yes	No
SD-2-2017	yes	No
SD-9-2017	yes	No
SD-12-2017	yes	No
SD-13-2017	yes	No
SD-15-2017	yes	No
SD-16-2017	yes	No
SD-17-2017	yes	No
SD-18-2017	yes	No
SD-23-2017	yes	No
SD-24-2017	yes	No
SD-25-2017	yes	No
SD-27-2017	yes	No
SD-29-2017	yes	No
SD-35-2017	yes	No
SD-38-2017	yes	No
SD-42-2017	yes	No
SD-47-2017	yes	No
SD-48-2017	yes	No
SD-49-2017	yes	No
SD-65-2017	yes	No
SD-71-2017	yes	No
SD-73-2017	yes	No
SD-75-2017	yes	No
SD-76-2017	yes	No
SD-77-2017	yes	No

Stage 1 & 2 = 46 Pass & Amount Recommended for Awarded

Ref	Passed basic eligibility	Stage 2	Recommended Amount Awarded
SD-3-2017	yes	yes	£1,000.00
SD-5-2017	yes	yes	£1,000.00
SD-6-2017	yes	yes	£920.00
SD-7-2017	yes	yes	£1,095.00
SD-8-2017	yes	yes	£1,241.00
SD-10-2017	yes	yes	£1,300.00
SD-11-2017	yes	yes	£1,260.00
SD-14-2017	yes	yes	£1,050.00
SD-19-2017	yes	yes	£1,150.00
SD-20-2017	yes	yes	£840.00
SD-22-2017	yes	yes	£750.00

SD-26-2017	yes	yes	£1,125.00
SD-28-2017	yes	yes	£1,350.00
SD-31-2017	yes	yes	£1,350.00
SD-32-2017	yes	yes	£1,350.00
SD-33-2017	yes	yes	£1,350.00
SD-34-2017	yes	yes	£1,090.00
SD-36-2017	yes	yes	£650.00
SD-37-2017	yes	yes	£1,160.00
SD-39-2017	yes	yes	£1,190.00
SD-41-2017	yes	yes	£1,000.00
SD-43-2017	yes	yes	£1,000.00
SD-44-2017	yes	yes	£1,090.00
SD-45-2017	yes	yes	£1,200.00
SD-46-2017	yes	yes	£1,000.00
SD-50-2017	yes	yes	£1,100.00
SD-51-2017	yes	yes	£1,000.00
SD-52-2017	yes	yes	£1,000.00
SD-53-2017	yes	yes	£1,200.00
SD-54-2017	yes	yes	£760.00
SD-55-2017	yes	yes	£1,350.00
SD-56-2017	yes	yes	£1,250.00
SD-57-2017	yes	yes	£1,330.00
SD-59-2017	yes	yes	£1,082.50
SD-60-2017	yes	yes	£1,350.00
SD-61-2017	yes	yes	£1,225.00
SD-62-2017	yes	yes	£1,210.00
SD-63-2017	yes	yes	£1,200.00
SD-64-2017	yes	yes	£1,000.00
SD-66-2017	yes	yes	£1,170.00
SD-67-2017	yes	yes	£1,325.00
SD-68-2017	yes	yes	£1,250.00
SD-69-2017	yes	yes	£1,250.00
SD-70-2017	yes	yes	£1,200.00
SD-72-2017	yes	yes	£1,300.00
SD-74-2017	yes	yes	£1,260.00
Total Awarded			£52,323.50

**Breakdown of Applications per stage &
Final Amount Recommended for Award**

Major/ Minor Events

112 applications

Stage 1 = 7 Fail

Ref	Passed basic eligibility
MM-3-2017	No
MM-17-2017	No
MM-31-2017	No
MM-42-2017	No
MM-56-2017	No
MM-75-2017	No
MM-85-2017	No

Stage 2 = 33 Fail

Ref	Passed basic eligibility	Stage 2
MM-7-2017	yes	No
MM-11-2017	yes	No
MM-13-2017	yes	No
MM-15-2017	yes	No
MM-16-2017	yes	No
MM-20-2017	yes	No
MM-21-2017	yes	No
MM-24-2017	yes	No
MM-27-2017	yes	No
MM-32-2017	yes	No
MM-33-2017	yes	No
MM-38-2017	yes	No
MM-40-2017	yes	No
MM-43-2017	yes	No
MM-44-2017	yes	No
MM-47-2017	yes	No
MM-66-2017	yes	No
MM-68-2017	yes	No
MM-69-2017	yes	No
MM-70-2017	yes	No
MM-71-2017	yes	No
MM-76-2017	yes	No
MM-81-2017	yes	No
MM-84-2017	yes	No
MM-86-2017	yes	No
MM-88-2017	yes	No
MM-91-2017	yes	No
MM-93-2017	yes	No
MM-99-2017	yes	No
MM-105-2017	yes	No
MM-107-2017	yes	No
MM-110-2017	yes	No
MM-112-2017	yes	No

Stage 1 & 2 = 72 Pass & Amount Recommended for Awarded

Ref	Passed basic eligibility	Stage 2	Recommended Amount Awarded
MM-1-2017	yes	yes	£1,100.00
MM-2-2017	yes	yes	£500.00
MM-4-2017	yes	yes	£1,100.00
MM-5-2017	yes	yes	£1,100.00
MM-6-2017	yes	yes	£1,100.00
MM-8-2017	yes	yes	£1,100.00
MM-9-2017	yes	yes	£1,100.00
MM-10-2017	yes	yes	£1,100.00
MM-12-2017	yes	yes	£1,100.00
MM-14-2017	yes	yes	£1,100.00
MM-18-2017	yes	yes	£1,100.00
MM-19-2017	yes	yes	£1,100.00
MM-22-2017	yes	yes	£1,100.00
MM-23-2017	yes	yes	£1,100.00
MM-25-2017	yes	yes	£1,100.00
MM-26-2017	yes	yes	£1,100.00
MM-28-2017	yes	yes	£1,100.00

MM-29-2017	yes	yes	£1,100.00
MM-30-2017	yes	yes	£1,100.00
MM-34-2017	yes	Yes	£660.00
MM-35-2017	yes	yes	£1,100.00
MM-36-2017	yes	yes	£1,100.00
MM-37-2017	yes	yes	£1,100.00
MM-39-2017	yes	yes	£1,100.00
MM-41-2017	yes	yes	£1,100.00
MM-45-2017	yes	yes	£1,100.00
MM-46-2017	yes	yes	£1,100.00
MM-48-2017	yes	yes	£1,100.00
MM-49-2017	yes	yes	£1,100.00
MM-50-2017	Yes	yes	£1,100.00
MM-51-2017	Yes	yes	£1,050.00
MM-52-2017	Yes	yes	£1,100.00
MM-53-2017	Yes	yes	£1,100.00
MM-54-2017	Yes	yes	£1,100.00
MM-55-2017	Yes	yes	£1,100.00
MM-57-2017	Yes	yes	£1,100.00
MM-58-2017	Yes	yes	£1,100.00
MM-59-2017	Yes	yes	£1,100.00
MM-60-2017	Yes	yes	£1,100.00
MM-61-2017	Yes	yes	£1,100.00
MM-62-2017	Yes	yes	£1,100.00
MM-63-2017	Yes	yes	£1,000.00
MM-64-2017	Yes	yes	£1,100.00
MM-65-2017	Yes	yes	£1,100.00
MM-67-2017	Yes	yes	£1,100.00
MM-72-2017	Yes	yes	£1,100.00
MM-73-2017	Yes	yes	£1,100.00
MM-74-2017	Yes	yes	£1,100.00
MM-77-2017	Yes	yes	£1,100.00
MM-78-2017	Yes	yes	£1,100.00
MM-79-2017	Yes	yes	£1,100.00
MM-80-2017	Yes	yes	£1,100.00
MM-82-2017	Yes	yes	£1,100.00
MM-83-2017	Yes	yes	£1,100.00
MM-87-2017	Yes	yes	£1,100.00
MM-89-2017	Yes	yes	£1,100.00
MM-90-2017	Yes	yes	£1,100.00
MM-92-2017	Yes	yes	£1,100.00
MM-94-2017	Yes	yes	£1,100.00
MM-95-2017	Yes	yes	£1,100.00
MM-96-2017	Yes	yes	£1,100.00
MM-97-2017	Yes	yes	£1,100.00
MM-98-2017	Yes	yes	£1,100.00
MM-100-2017	Yes	yes	£1,100.00
MM-101-2017	Yes	yes	£1,100.00
MM-102-2017	Yes	yes	£1,100.00
MM-103-2017	Yes	yes	£1,100.00
MM-104-2017	Yes	yes	£1,100.00
MM-106-2017	Yes	yes	£1,100.00
MM-108-2017	Yes	yes	£1,100.00
MM-109-2017	Yes	yes	£1,100.00
MM-111-2017	Yes	yes	£1,100.00
Total Awarded			£78,010.00

Breakdown of Applications per stage & Final Amount Recommended for Award

Down Your Street

29 applications

31

Stage 1 = 0 Fail

Ref	Passed basic eligibility

Stage 2 = 11 Fail

Ref	Passed basic eligibility	Stage 2
DYS-1-2017	yes	No
DYS-8-2017	yes	No
DYS-9-2017	yes	No
DYS-10-2017	yes	No
DYS-17-2017	yes	No
DYS-21-2017	yes	No
DYS-23-2017	yes	No
DYS-24-2017	yes	No
DYS-25-2017	yes	No
DYS-26-2017	yes	No
DYS-29-2017	yes	No

Stage 1 & 2 = 18 Pass & Amount Recommended for Awarded

Ref	Passed basic eligibility	Stage 2	Recommended Amount Awarded
DYS-2-2017	yes	yes	£1,800.00
DYS-3-2017	yes	yes	£2,500.00
DYS-4-2017	yes	yes	£1,388.00
DYS-5-2017	yes	yes	£2,400.00
DYS-6-2017	yes	yes	£1,400.00
DYS-7-2017	yes	yes	£2,500.00
DYS-11-2017	yes	yes	£2,500.00
DYS-12-2017	yes	yes	£2,300.00
DYS-13-2017	yes	yes	£2,300.00
DYS-14-2017	yes	yes	£2,500.00
DYS-15-2017	yes	yes	£2,500.00
DYS-16-2017	yes	yes	£2,500.00
DYS-18-2017	yes	yes	£1,800.00
DYS-19-2017	yes	yes	£2,300.00
DYS-20-2017	yes	yes	£2,300.00
DYS-22-2017	yes	yes	£2,500.00
DYS-27-2017	yes	yes	£2,100.00
DYS-28-2017	yes	yes	£2,400.00
Total Awarded			£39,988.00

Breakdown of Applications per stage & Final Amount Recommended for Award

Community Engagement

79 applications

Stage 1 = 7 Fail

Ref	Passed basic eligibility
CE-03-2017	No
CE-13-2017	No
CE-42-2017	No
CE-46-2017	No
CE-67-2017	No
CE-68-2017	No
CE-76-2017	No

Stage 2 = 23 Fail

Ref	Passed basic eligibility	Stage 2
CE-01-2017	yes	No
CE-04-2017	yes	No
CE-05-2017	yes	No
CE-12-2017	yes	No
CE-15 -2017	yes	No
CE-30-2017	yes	No
CE-35-2017	yes	No
CE-39-2017	yes	No
CE-40-2017	yes	No
CE-43-2017	yes	No
CE-45-2017	yes	No
CE-47-2017	yes	No
CE-51-2017	yes	No
CE-58-2017	yes	No
CE-60-2017	yes	No
CE-61-2017	yes	No
CE-62-2017	yes	No
CE-70-2017	yes	No
CE-71-2017	yes	No
CE-72-2017	yes	No
CE-74-2017	yes	No
CE-75-2017	yes	No
CE-78-2017	yes	No

Stage 1 & 2 = 49 Pass & Amount Recommended for Awarded

Ref	Passed basic eligibility	Stage 2	Recommended Amount Awarded
CE-2-2017	yes	yes	£1,000.00
CE-06-2017	yes	yes	£1,000.00
CE-07-2017	yes	yes	£1,000.00
CE-08-2017	yes	yes	£1,000.00
CE-09-2017	yes	yes	£1,000.00
CE-10-2017	yes	yes	£1,000.00
CE-11-2017	yes	yes	£1,000.00
CE-14-2017	yes	yes	£1,000.00
CE-16-2017	yes	yes	£1,000.00
CE-17-2017	yes	yes	£1,000.00
CE-18-2017	yes	yes	£1,000.00

CE-19-2017	yes	yes	£1,000.00
CE-20-2017	yes	yes	£1,000.00
CE-21-2017	yes	yes	£1,000.00
CE-22-2017	yes	yes	£1,000.00
CE-23-2017	yes	yes	£1,000.00
CE-24-2017	yes	yes	£1,000.00
CE-25-2017	yes	yes	£1,000.00
CE-26-2017	yes	yes	£1,000.00
CE-27-2017	yes	Yes	£1,000.00
CE-28-2017	yes	yes	£1,000.00
CE-29-2017	yes	yes	£1,000.00
CE-31-2017	yes	yes	£1,000.00
CE-32-2017	yes	yes	£1,000.00
CE-33-2017	yes	yes	£1,000.00
CE-34-2017	yes	yes	£1,000.00
CE-36-2017	yes	yes	£825.00
CE-37-2017	yes	yes	£1,000.00
CE-38-2017	yes	yes	£985.00
CE-41-2017	Yes	yes	£960.00
CE-44-2017	Yes	yes	£900.00
CE-48-2017	Yes	yes	£1,000.00
CE-49-2017	Yes	yes	£1,000.00
CE-50-2017	Yes	yes	£1,000.00
CE-52-2017	Yes	yes	£1,000.00
CE-53-2017	Yes	yes	£1,000.00
CE-54-2017	Yes	yes	£1,000.00
CE-55-2017	Yes	yes	£600.00
CE-56-2017	Yes	yes	£1,000.00
CE-57-2017	Yes	yes	£1,000.00
CE-59-2017	Yes	yes	£1,000.00
CE-63-2017	Yes	yes	£1,000.00
CE-64-2017	Yes	yes	£1,000.00
CE-65-2017	Yes	yes	£1,000.00
CE-66-2017	Yes	yes	£1,000.00
CE-69-2017	Yes	yes	£985.00
CE-73-2017	Yes	yes	£1,000.00
CE-77-2017	Yes	yes	£1,000.00
CE-79-2017	Yes	yes	£1,000.00
Total Awarded			£48,255

**Breakdown of Applications per stage &
Final Amount Recommended for Award**

Sports Feasibility

14 applications

Stage 1 = 0 Fail

Ref	Passed basic eligibility

Stage 2 = 5 Fail

Ref	Passed basic eligibility	Stage 2
SF-3-2017	yes	No
SF-5-2017	yes	No
SF-8-2017	yes	No
SF-9-2017	yes	No
SF-11-2017	yes	No

Stage 1 & 2 = 9 Pass & Amount Recommended for Awarded

Ref	Passed basic eligibility	Stage 2	Recommended Amount Awarded
SF-1-2017	yes	yes	£2,000.00
SF-2-2017	yes	yes	£2,000.00
SF-4-2017	yes	yes	£2,000.00
SF-7-2017	yes	yes	£2,000.00
SF-12-2017	yes	yes	£2,000.00
SF-13-2017	yes	yes	£2,000.00
SF-14-2017	yes	yes	£2,000.00
SF-15-2017	yes	yes	£2,000.00
SF-16-2017	yes	yes	£2,000.00
Total Awarded			£18,000.00

END


Report to:	Active & Healthy Communities
Date of Meeting:	15 May 2017
Subject:	Mourne Mountain Adventure & Rescue 116
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Siobhán Fearon, PCSP Manager

Decisions required:

Members are asked to note the contents of the report

- **To note the highly successful Mourne Mountain Adventure 2017 and request permission to donate registration fee to Irish Coastguard in memory of Rescue 116**

1.0	Purpose and Background:
1.1	<p>The Mourne Mountain Adventure is a youth challenge event held in the Mourne Mountains. It is an opportunity for up to 400 young people (in teams of 6) aged 12-18 years old to navigate themselves across one of two predetermined routes in the Mourne Mountains finishing in Silent Valley. It took place on 22 April 2017. Registration fee is £10 per participant</p> <p>The Irish Coast Guard operates on an all-island basis to rescue people from danger at sea or on land and to organise immediate medical transport and to assist boats and ships. Rescue 116 which was tragically lost with all four crew members on 14th March 2017 was a familiar sight in any rescue operations in Mournes over the years. In particular Captain Mark Duffy, a native of Dundalk was instrumental in supporting initiatives organised by Newry, Mourne & Down, often giving of his own time to do so. Capt Duffy ensured the attendance of Rescue 116 at a Peace III engagement event "Ignition Quay" in Albert Basin in June 2014, he brought Rescue 116 to MMA in April 2015 and which proved hugely popular and cited as the highlight that year. Again it was Rescue 116 who attended MMA 2016 in their emergency response role to airlift a 16 year old participant who had been injured in the mountains while participating in the trek and brought her to Daisy Hill.</p>
2.0	Key issues:
2.1	Registration fee amounts to £3100.00 in 2017

3.0	Recommendations:
3.1	To approve this once off donation to the Irish Coastguard this will be used to support engagement opportunities and further search and rescue operations.
4.0	Resource implications
4.1	PCSP has ensured through funding and contribution in-kind from partner organisations that MMA 2017 has covered its costs
5.0	Equality and good relations implications:
5.1	None
6.0	Appendices
	
6.1	Representatives from partner organisations at MMA, MoD, RFCA, PSNI, Council, NIFRS

Report to:	Active and Healthy Communities
Date of Meeting:	15 May 2017
Subject:	Indoor Leisure Staff Training Days
Reporting Officer (Including Job Title):	Roland Moore, Assistant Director Leisure and Sport
Contact Officer (Including Job Title):	Kieran Gordon, Head of Indoor Leisure

Decisions required:	
Members are asked to note the contents of the report, and consider and agree to:	
<ul style="list-style-type: none"> Indoor Leisure Staff Training Days 	
1.0	Purpose and Background:
1.1	Previously within legacy DDC, leisure centres closed up to an additional 4 days per year to facilitate core staff training. This allowed core health and safety, corporate and in-service training to be facilitated at staged dates throughout the year, normally during dates which statistically is low usage. No such arrangement was in place in legacy NMDC and since the inception of NMDDC in April 2015, there have been no designated facility closures to facilitate staff training.
2.0	Key issues:
2.1	Throughout the year, there are core training elements that leisure staff are required to undertake that fall outside of "normal" scheduled on-going staff training sessions. This is arranged in conjunction with the HR and Health and Safety departments in order to maintain staffs competencies within designated core aspects of their roles.
2.2	Due to leisure facilities having extensive opening hours throughout the week and due to the nature of staffs flexible and rotating working patterns, at times it has proven difficult to achieve the best possible attendance levels and in most cases this has resulted in additional training course and staffing costs.
2.3	Officers believe efficiencies can be obtained by scheduling designated facility closure days, staged throughout the year, to ensure that the maximum possible staff can attend the training sessions as a group and this should result in a benefit to Council negating the need to schedule multiple sessions of the same training course and also incurring additional staffing costs to facilitate attendance.
2.4	Officers propose to target "known" dates throughout the year where customer throughput is lower than average. The proposed schedule would facilitate up to 2 closure days per year per facility.

	It is proposed that this training schedule be reviewed and planned at the start of each year in conjunction with the HR and Health and Safety departments and then advertised accordingly to customers in advance.
3.0	Recommendations:
3.1	<p>It is recommended to permit Officers to proceed with the option as set out in section 2.4 and liaise with the HR and Health and Safety departments to finalise the training plans.</p> <p>This should be kept under review to ensure that customer feedback is monitored concurrently with any cost benefit analysis to Council – ie. Where Council is achieving efficiency savings (negating the need for multiple training sessions for same topic and less staff cover costs to achieve attendance) versus loss of customer revenue on designated closure days (albeit this should be minimal due to the targeted “known” dates where customer throughput is lower than average)</p>
4.0	Resource implications
4.1	<p>Officer time – to make staff and customers aware of arrangements, to co-ordinate training plan</p> <p>A reduction in income with corresponding reduction in overtime costs</p>
5.0	Equality and good relations implications:
5.1	Taking account of the needs, experiences and priorities it is not anticipated the recommendation will have an adverse impact upon equality of opportunity and good relations.
6.0	Appendices
	Not Applicable

Report to:	AHC Committee
Date of Meeting:	15 May 2017
Subject:	Press Advertisements for SANDSA – Online Funding
Reporting Officer	Roland Moore, Assistant Director Leisure and Sport
Contact Officer	Pat Power – Sports Officer

Decisions required:

- Members consider approving Local Press Advertisements for SANDSA – Promoting details relating to “information sessions” throughout the district for online fundraising for sports clubs.

1.0	Purpose and Background:
1.1	<p>The Council’s sports officer met with Niccola Hanna (Northern Ireland Local giving Coordinator) on 6 April 2017, regarding information and assistance for local charities and sports clubs with their online fundraising.</p> <p>Consequently, the sports development section are proposing to host three “information sessions” for all sports clubs throughout the district:</p> <p>Thursday 8 June: Newry Arts Centre Monday 12 June: Kilkeel Bowling Pavilion Tuesday 13 June: Downpatrick Golf Club</p>
2.0	Key issues:
2.1	In order that all sports clubs throughout the district have an opportunity to attend the presentation(s) on online funding, advertisements in the local press should provide an equal opportunity for all concerned.
3.0	Recommendations:
3.1	That the AHC committee recommend to proceed and approve the local press advertisements on behalf of SANDSA for the online fundraising information sessions.
4.0	Resource implications
4.1	Officer Time
5.0	Equality and good relations implications:
5.1	Not Applicable

6.0	Appendices
6.1	Local giving flyer

BOOST YOUR CLUBS FUNDRAISING WITH



For a limited time only we are offering SANDSA members, 1 year's free membership

Member Benefits



**Access to
match funding**



**Secure online
donations**



**1-1 support
and training**



Localgiving is a charity that helps local charities and sports clubs with their online fundraising.

Nicola Hanna is the Northern Ireland Localgiving Coordinator and it is her role to help organisations across Northern Ireland. Nicola will be sharing successful online fundraising tips and advice to SANDSA members in free information sessions.

Report to:	Active and Healthy Communities
Date of Meeting:	15 May 2017
Subject:	Service Level Agreement with Drinking Water Inspectorate
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing

Decisions required:

Members are asked to note the contents of the report

- **That Council agree that the attached Service Level agreement be signed**

1.0	Purpose and Background:
1.1	<p>The Drinking Water Inspectorate for Northern Ireland require the Council to undertake on their behalf risk assessments and sampling of private water supplies under The Private Water Supplies Regulations (Northern Ireland) 2009 (as amended).</p> <p>The 'Drinking water and health: a guide for public and environmental health professionals and for those in the water industry in Northern Ireland'¹ document produced by the Drinking Water and Health Liaison Group outlines the roles and responsibilities of the key partner organisations and provides the basis for the attached agreement.</p>
2.0	Key issues:
2.1	<p>The objectives of the Agreement are to establish administrative provision under which the Council will provide the professional services of council staff in roles where they are acting as agents of the DWI. It will enable the Council to provide sampling, risk assessment, and investigatory services, including staff and resources to DWI, and to define each party's role, responsibilities and obligations as detailed in the Annex A to this document. It will enable the DWI to individually authorise the Council to carry out duties on their behalf. These duties include</p> <ul style="list-style-type: none"> ❖ Private Supplies Registration ❖ Private Supplies Risk Assessment ❖ Private Supplies Sampling ❖ Private Supplies Investigations ❖ Private Supplies Training / Competency <p>The Council will be paid an agreed fee for carrying out these duties</p>

*	Recommendations:
3.1	That the Council agree to sign the attached Service Level agreement
4.0	Resource implications
4.1	None. Agreed fees will be paid for any duties carried out
5.0	Equality and good relations implications:
5.1	None
6.0	Appendices
6.1	Appendix I: SLA between DWI and Newry Mourne and Down DC

SERVICE LEVEL AGREEMENT

For the provision of services by the *Health and Wellbeing Department of Newry Mourne and Down District Council* to the *Drinking Water Inspectorate for Northern Ireland*

BETWEEN:

- (1) ***Newry Mourne and Down District Council of O Hagan House Monaghan Row Newry BT35 8DJ***(hereinafter known as ‘The Council’) and
 - (2) **Drinking Water Inspectorate for Northern Ireland acting on behalf of the Department of Agriculture, Environment and Rural Affairs (DAERA) of Klondyke Building, Cromac Avenue, Belfast, BT7 2JA** (hereinafter referred to as DWI)
- together known as ‘the Parties’.

1.0 LEGISLATIVE BACKGROUND AND AUTHORISATION

- 1.1 This agreement outlines the arrangement between the Drinking Water Inspectorate for Northern Ireland and the ***Newry Mourne and Down District Council***, appointed as a competent person, for the purposes of undertaking on behalf of the DWI risk assessments and sampling of private water supplies under The Private Water Supplies Regulations (Northern Ireland) 2009 (as amended).
- 1.2 The ‘*Drinking water and health: a guide for public and environmental health professionals and for those in the water industry in Northern Ireland*’¹ document (hereinafter referred to as ‘the Framework’), produced by the Drinking Water and Health Liaison Group outlines the roles and responsibilities of the key partner organisations and provides the basis for this agreement.

2.0 TERMS OF AGREEMENT

- 2.1 The Agreement shall take effect from the date of signature by both parties and shall remain in force for a period of two years (unless terminated in accordance with 2.2).

¹ Drinking water and health: a guide for public and environmental health professionals and for those in the water industry in Northern Ireland; Drinking Water and Health Liaison Group; <https://www.niwater.com/sitefiles/resources/pdf/reports/guidancedocumentondrinkingwaterandhealth-2015version2415.06.25.pdf>

At the expiry of the two year period, the parties may agree to extend the SLA on a bi-annual basis thereafter.

- 2.2 The Agreement may be terminated or not extended (as in Section 2.1) by either party on 12 months' written notice.
- 2.3 The Agreement shall be reviewed at least every two years, or on request at any time by either party (in accordance with Section 12.0). Any revised Agreement must have the approval of both Parties.
- 2.4 Any dispute in relation to the operation of the Agreement can be raised at the Annual Meeting (Section 7) for resolution. Any dispute requiring urgent resolution should be raised in writing by the relevant signatory(s) to the Chief Inspector of Drinking Water for resolution.

3.0 OBJECTIVES

- 3.1 The objectives of the Agreement are to establish administrative provision under which the Council will provide the professional services of council staff in roles where they are acting as agents of the DWI. It will enable the Council to provide sampling, risk assessment, and investigatory services, including staff and resources to DWI as defined in 3.2, and to define each party's role, responsibilities and obligations as detailed in the Annex A to this document. It will enable the DWI to individually authorise the Council to carry out duties on their behalf.
- 3.2 The services being provided by each of the Parties hereto are as listed below hereinafter referred to as the "Services". Further detail of the exact nature of the Services being provided is set out in Annex A hereto.
- **Private Supplies Registration**
 - **Private Supplies Risk Assessment**
 - **Private Supplies Sampling**
 - **Private Supplies Investigations**
 - **Private Supplies Training / Competency**

4.0. OPERATING PROCEDURES FOR THE COUNCIL

- 4.1 The Council shall ensure that delivery of the Services is carried out expeditiously and competently, in accordance with such timescales, conditions and costs as may be agreed with DWI.
- 4.2 The Council shall use reasonable endeavours to ensure that the staff resources necessary to discharge the Services are available.
- 4.3 Both the DWI and the Council have a legal obligation for the Health and Safety of their respective staff. The Parties hereto shall take all reasonable steps to ensure that all employees involved with the Services comply with the requirements of the Health & Safety at Work (Northern Ireland) Order 1978 and such other regulations as required.

5.0. OPERATING PROCEDURES FOR DRINKING WATER INSPECTORATE (DWI)

- 5.1 DWI is responsible for specifying the exact nature of the service required of the Council; monitoring the delivery of these services in accordance with this Agreement and subject to satisfactory completion of services, ensuring payment of agreed costs within 30 days from receipt of invoice.
- 5.2 DWI will issue quarterly invoice requests to the Council detailing the sampling and risk assessments undertaken in the previous quarter (3 months).
- 5.3 An annual programme of sampling will be issued by 31 December each year. This schedule will be subject to review and updated at least quarterly.
- 5.4 DWI will provide the Council with training, equipment and all sampling kit consumables as required to conduct sampling and risk assessments of registered private water supplies.
- 5.5 DWI will provide technical advice and guidance to the Council in relation to private water supplies.

- 5.6 All council staff carrying out duties on behalf of the DWI should be individually authorised by the DWI to perform those duties. A sample authorisation document is attached at Annex B.

6.0. BILLING ARRANGEMENTS

- 6.1 The Council will provide quarterly invoices to DWI based on the invoice requests issued by DWI for each quarter. DWI will ensure invoices are paid within 30 days of receipt.
- 6.2 The Chief Inspector of Drinking Water in consultation with the Council through Environmental Health NI (EHNI) will agree a Schedule of Fees which would be standard for all Councils.
- 6.3 The Schedule of Fees is given in Annex C and shall be updated from time to time with the agreement of both Parties, throughout the duration of this Agreement.

7.0 ANNUAL MEETING & ONGOING ENGAGEMENT

- 7.1 DWI will engage with the Council through Environmental Health (NI) (EHNI) and agree the membership and Terms of Reference for a new Partnership Working Group, which will meet annually to discuss the provision of services covered by this agreement.
- 7.2 All day-to-day matters relating to the services covered by this Agreement shall be conducted by officers of either party operating under the terms of the Agreement.

8.0 CONFIDENTIALITY

- 8.1 Information relating to private drinking water supplies will be subject to the requirements of the Data Protection Act. All information received by or gathered by the Parties as a result of performing the Services shall be held in accordance with the Parties' respective Records Management / Information policy.

9.0 LIABILITY

Each Party shall indemnify and keep indemnified, the other, against all claims, proceedings actions, damages, legal costs, expense, fines, penalties, demands, loss or damage and any other liabilities, howsoever arising, whether in contract, tort, under statute, common law or otherwise directly or indirectly out of or in the course of or in connection with any provision or failure to provide those Services set out in this Agreement which are the responsibility of that party.

10.0 COMPLAINTS

If a complaint is received by either party in respect of the services carried out under this agreement, the Party receiving the complaint will inform the other in writing and the Parties will agree which Party will investigate the complaint.

11.0 FORCE MAJEURE

Neither party to this Agreement shall be liable to the other or shall be held to be in breach of this Agreement to the extent that it is prevented, hindered or delayed in the performance or observation of its obligations hereunder due to any cause beyond its control (including industrial action, strike, walk out, riot, civil disobedience inclement weather, inability to obtain supplies, accident or any other contingency whatsoever beyond its reasonable control).

12.0 AGREEMENT VARIATIONS

Both parties may request amendments to the scope of Services at any time by submitting a written request to the other party. Any variations will be made only with the consent of both Parties in writing. PROVIDED ALWAYS that DWI can only agree a variation that can be implemented across all local Councils in Northern Ireland.

13.0 DISPUTE RESOLUTION

A dispute shall be deemed to have arisen when either Party notifies the other Party in writing to that effect.

The Parties shall use all reasonable efforts to resolve any dispute that may arise under this SLA through good faith negotiations. Each party shall nominate a senior representative of its management to meet at any mutually agreed location to resolve the dispute.

Where an attempt to resolve any dispute under this Service Level Agreement and where initial contact between representatives of management of either Party has failed, the matter will be escalated to a discussion between a member of senior management from both parties hereto.

14.0 CONFLICT OF INTEREST

In the circumstances where the Council is providing the Service on premises which are in the ownership or control of the Council it is acknowledged that there may be a conflict of interest arising. The Council shall inform the DWI, if it believes that there may be a conflict of interest. The DWI shall, in consultation with the Council provide such staff as are necessary to assist with or carry on the Services in order to investigate a failure on the Council premises.

15.0 GOVERNING LAW

It is hereby agreed that this Agreement shall be governed by Northern Ireland law and that the Courts of Northern Ireland shall have exclusive jurisdiction in all matters arising hereunder.

16.0 AUTHORISATION

16.1 The authorised person² within the council and the Chief Inspector of Drinking Water authorise this agreement.

Council	Print Name	Signature	Position
<i>[Insert position of relevant authorised person and name of council]</i>			

Drinking Water Inspectorate	Print Name	Signature
Chief Inspector of Drinking Water		

16.2 The Agreement will take effect from the *[Insert Date]*

² Chief Executive, Head of Service, or Director as appropriate

OPERATIONAL DELIVERY OF SERVICES

Private Supplies Registration**Councils to:**

- Advise DWI of new private water supplies when identified;
- Inform DWI of any changes to registered private supplies;
- Provide information on the annual review of the register of supplies and potential new supplies within required timescales.

Drinking Water Inspectorate to:

- Provide private water supply registration forms for completion;
- Notify council of newly registered supplies where received directly and provide copies of completed registration forms;
- Provide details of registered sites and any known potential new supplies to councils annually for review;
- Manage and maintain register of private water supplies.

Private Supplies Risk Assessment**Councils to:**

- Liaise with owner/users to collate information in preparation for the risk assessment;
- Undertake site visit to carry out risk assessment of private water supply;
- Complete/review a risk assessment of private water supply within the required timeframe (within 6 months for new supplies, and review every 5 years or sooner if circumstances change at a site or following an event);
- Follow up with owner/user on any information outstanding to complete risk assessment/review of the supply.

Drinking Water Inspectorate to:

- Provide methodology and guidance for completion of risk assessments;
- Provide electronic system for collation of risk assessment information;
- Provide historical data, where available, in preparation for risk assessment;
- On request, accompany councils on completion of risk assessments.

Private Supplies Sampling

Councils to:

- Liaise with the appointed contractor on the receipt and storage of sample bottles;
- Collect, transport and store samples in accordance with guidance provided by DWI;
- Undertake on-site testing with validated instrumentation and in line with the manufacturer's instructions for equipment being used;
- Ensure accurate completion of field sheets;
- Care for and store sampling kit and meters in accordance with manufacturer's instructions;
- Provide on-site meters for annual validation by DWI and sampling kits for inspection if required;
- Ensure consumables within sample kit are within expiry date;
- Advise DWI or appointed contractor as soon as possible if unable to collect scheduled samples;
- Adopt a flexible approach and liaise with DWI and the appointed contractor in the collection of scheduled monthly compliance samples.

Drinking Water Inspectorate to:

- Provide sampling kits and appropriate meters to councils for the purpose of sampling registered private supplies;
- Replenish sampling consumables on an annual basis or sooner if required;
- Validate on-site meters annually;
- Provide guidance on sampling and identification of appropriate sample points;
- Provide annual sampling schedule for the year and at least quarterly updates;
- Through contractor, arrange the provision of the necessary sample bottles and field sheets for the collection of samples each month;
- Adopt a flexible approach and liaise with councils and the appointed contractor in the collection of scheduled monthly compliance samples.

Private Supplies Investigations

Councils to:

- Provide points of contact to be notified in the event of failure;
- Notify owners/users of sample failures, provision of public health advice and collection of resamples;

- Adopt a flexible approach and liaise with DWI and the appointed contractor in the collection of resamples or other adhoc samples to ensure they are taken in a timely manner and in response to any public health concerns;
- Work in conjunction with DWI and other agencies in the investigation of failures as outlined in the Framework referred to in Section 1.2;
- Follow-up with owners/users to ensure the ongoing protection of public health.

Drinking Water Inspectorate to:

- Adopt a flexible approach and liaise with councils and the appointed contractor in the collection of resamples or other adhoc samples to ensure they are taken in a timely manner and in response to any public health concerns;
- To notify and liaise on public health failures to Public Health Agency;
- Provide onward advice in relation to public health to councils;
- Accompany council staff, on request, to investigate failures;
- Work in conjunction with council and other agencies in the investigation of failures as outlined in the Framework referred to in Section 1.2.

Private Supplies Training/Competency


Councils to:

- Permit only competent, authorised staff to undertake sampling and risk assessments;
- Complete designated DWI training courses to ensure ongoing competency in relation to private water supplies;
- Maintain appropriate auditable training records for staff;
- Facilitate DWI audits to ensure competency under the regulations.

Drinking Water Inspectorate to:

- Authorise all individual Council staff to carry out duties on behalf of the DWI;
- Provide staff undertaking sampling and risk assessments of private water supplies with the necessary training to ensure competency;
- Provide technical support/guidance in relation to risk assessments and private water supplies in general;
- Conduct annual audit of the service provided.

SAMPLE AUTHORISATION DOCUMENT

<div style="display: flex; align-items: center;">  <div style="margin-left: 10px;"> <p>Northern Ireland Environment Agency</p> <p>www.daera-ni.gov.uk</p> </div> </div> <div style="margin-top: 20px;"> <p>THE WATER AND SEWERAGE SERVICES (NORTHERN IRELAND) ORDER 2006: ARTICLE 124 RIGHTS OF ENTRY</p> <p>THE PRIVATE WATER SUPPLIES REGULATIONS (NORTHERN IRELAND) 2009 AS AMENDED:</p> <p>REGULATION 7—RISK ASSESSMENT</p> <p>REGULATION 12—SAMPLING</p> </div> <div style="border: 1px solid black; width: 150px; height: 150px; margin-top: 20px;"></div>	<div style="margin-bottom: 20px;"> <p>Card No.PWSXXX</p> <p>Expires: XX/XX/XXXX</p> </div> <div style="text-align: center;"> <p>Issued by: The Department of Agriculture, Environment and Rural Affairs Northern Ireland Environment Agency Klondyke Building Cromac Avenue Gasworks Business Park Belfast BT7 2JA Tel No. 0845 302 0008</p> </div> <div style="text-align: center; margin-top: 20px;"> <p>and if found should be returned to this address or handed in to your local police station</p> </div>
--	---

<p>This is to certify that is authorised to act on behalf of The Department of Agriculture, Environment and Rural Affairs to exercise and perform the powers and duties conferred upon him/her by the aforementioned legislation and as detailed below:</p> <p>..... Authorised Officer (DAFRA)</p>	<p>Rights of entry, under Article 124 of The Water & Sewage Services Order (Northern Ireland) 2006 to enter any premises for the purpose of Regulation 7 Requirement to carry out a Risk Assessment and of Regulation 12 Sampling and Analysis under The Private Water Supplies Regulations (Northern Ireland) 2009, as amended.</p>
---	---

Each Officer's Warrant card will reflect their level of authorisation

SCHEDULE OF FEES

Activity	Unit Cost
Scheduled Sample Collection	£75/sample
Resample Collection (Investigation)	£75/sample
Completion of Risk Assessment	£150/risk assessment

Report to:	Active and Healthy Communities
Date of Meeting:	15 May 2017
Subject:	Funding request from Sustainable NI
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sheena McEldowney Senior EHO

Decisions required:	
<ul style="list-style-type: none"> Members agree to the request to provide funding to Sustainable NI and that the attached Service Level Agreement be signed 	
1.0	Purpose and Background:
1.1	<p>Sustainable NI is a charity set up to advance the pursuit of sustainable development by local authorities and others.</p> <p>Sustainable NI manages the Local Government Sustainable Development Forum which provides networking and advices to Council Officers engaged in the field of Sustainability.</p>
2.0	Key issues:
2.1	<p>Sustainable NI are requesting a contribution of £5000 for our membership of the Forum and in return will sign an SLA which will provide us with 10 days consultancy throughout the year in addition to ongoing support and the ability to network and benchmark with the other Councils.</p> <p>This will be a useful support to the work of the Sustainable Development and Climate Change Standing Forum and the Sustainability section within Health and Wellbeing</p>
3.0	Recommendations:
3.1	That the Council agree to sign the attached service Level Agreement and provide funding of £5000 to Sustainable NI
4.0	Resource implications
4.1	£5000 no allowance has been made for this amount in the 2017 – 2018 budget
5.0	Equality and good relations implications:
5.1	None
6.0	Appendices

	Appendix I: Letter and Service Level Agreement from Sustainable NI
--	--

17th March 2017

Liam Hannaway
Chief Executive
Newry, Mourne & Down District Council
Monaghan Row
NEWRY
BT35 8DJ



Dear Mr Hannaway

Funding Support: Sustainable Northern Ireland

I would like to ask you to reconsider your council's support for Sustainable Northern Ireland.

When we requested a funded subscription at this time last year, your council informed us that in the light of 'budget pressures' you would be unable to provide any support to the organisation.

Nevertheless, we have continued to provide some level of service to your council by extending a membership of the Local Government Sustainable Development Forum to your sustainability representative. We considered it unfair to restrict her access to this valuable network of officers from across the region and we are certain that the Forum has been of significant value to your colleague.

All member councils have been involved in the Forum's activities in 2016. Sustainable NI established and manages this network of public sector officers responsible for sustainable development. In the last year, the Forum has provided inspiration and expert advice on issues as diverse as green construction, promoting ethical procurement and 'smart cities'. We have also organised site visits to an innovative solar farm and a major retrofit project. In association with APSE, we staged a notable sustainability seminar, featuring some distinguished figures in the field.

As you will know, your council's statutory duty to contribute to the achievement of sustainable development under the NI (Miscellaneous Provisions) Act 2006 has been reinforced in the Community Planning component of the 2014 Local Government Act. It is clear in its sustainability mandate to the eleven councils; using the language of wellbeing – economic, social and environmental – it provides a refreshed obligation for councils, as well as their statutory partners, to advance sustainable development in Northern Ireland.

We are in current discussions with DAERA concerning the government's reporting requirements for councils' compliance with their statutory duty on sustainable development. Through the SD Forum, we hope to co-design a new reporting structure that will be mutually advantageous for councils and departments. It is likely to be introduced during 2017 and Sustainable NI will be ready to assist councils with compliance.

Council funding underpins the existence of Sustainable NI and I hope you will be able to add the support of Newry, Mourne and Down District Council with a subscription of £5000 in the next financial year (2017-18). For this period, we are suggesting the adoption of Service Level Agreements (SLA) with our client organisations and, to that end, we have attached a 'model' SLA, together with our Business Services directory.

I hope that Sustainable NI can help you to deliver your sustainability objectives and, to that end, I would welcome an opportunity to discuss your requirements in some more detail so that we may tailor the Service Level Agreement accordingly.

Yours sincerely



Prof Jim Kitchen
Executive Director



Service Level Agreement

between

Newry, Mourne & Down District Council

and

Sustainable NI

1st April 2017 – 31st March 2018

Sustainable Northern Ireland (SNI) is a NI charity working with partners to advance the pursuit of sustainable development by public authorities and others. We are committed to the principles of sustainable development; our work programmes encourage organisations to integrate these principles throughout their own operations and business planning functions. Sustainable Northern Ireland also established the Belfast Food Network, a project to develop initiatives that will make Belfast a Sustainable Food City.

Approval of the Service Level Agreement

This document defines the roles of all parties to ensure effective working in partnership between the two parties named below to promote and enhance sustainable development in the Council area.

In signing below, we agree to the terms and conditions outlined in this Service Level Agreement.

Newry, Mourne & Down District Council

Signed:

Position:

Date:

Sustainable NI

Signed:

Position:

Date:

Overview

Newry, Mourne & Down District Council's statutory duty to contribute to the achievement of sustainable development under the NI (Miscellaneous Provisions) Act 2006 has been reinforced in the Community Planning component of the 2014 Local Government Act. It is clear in its sustainability mandate to the eleven councils; using the language of wellbeing – economic, social and environmental – it provides a refreshed obligation for councils, as well as their statutory partners, to advance sustainable development in Northern Ireland. In addition, the Strategic Planning Policy Statement, providing councils with strategic direction for local development plans, is founded on the principles of sustainable development.

To foster the pursuit of sustainability among councils, Sustainable NI established and manages the Local Government Sustainable Development Forum, a NI network of officers responsible for sustainable development. It provides critical support for councils in the SD statutory duty compliance process, fostering an environment in which colleagues have been able to share experience and intelligence in an atmosphere of trust and mutual support.

Sustainable NI supplies expert advice on sustainability issues, as well as signposting to policy research and case studies, in areas as diverse as renewable energy, spatial planning, sustainable food and climate change adaptation. It also provides tailored support through its use of specialised toolkits, such as the Sustainability Audit Matrix.

This support has helped to stimulate a healthy level of good practice on sustainable development among councils, especially important in the face of a diminished role undertaken by central government departments.

Terms of Reference

For the purpose of this document the following terms of reference include:

Service Provider:	Sustainable NI
Customer:	Newry, Mourne & Down District Council
Document Owner:	Director of Newry, Mourne & Down District Council

Agreement Overview

This agreement represents a Service Level Agreement (the Agreement) between Sustainable NI (the Service Provider) and Newry, Mourne & Down District Council (the Customer).

The Agreement will be reviewed annually and will remain valid until superseded by a revised agreement mutually endorsed by the Customer and the Service Provider.

This Agreement outlines the parameters of all related activities by the Service Provider and the responsibilities of the Customer.

Goals & Objectives

The purpose of this Agreement is to ensure that the proper elements and commitments are in place to provide consistent service support and delivery between the Customer and the Service Provider and to promote positive working in partnership.

The goal of this Agreement is to obtain mutual agreement on the promotion of services to advance sustainable development between the Service Provider and the Customer.

The objectives of this Agreement are to:

- Clearly define ownership, accountability, roles and/or responsibilities
- Present a clear, concise and measurable description of service provision to the customer

Service Agreement

The following detailed service parameters are the responsibility of the Service Provider in the ongoing support of this Agreement.

- Provide assistance and guidance for Council to comply with the Department's reporting requirements on the Council's Statutory Duty for sustainable development.
- Manage, maintain and develop the Northern Ireland Local Government Sustainable Development Forum
- Identify and promote examples of good practice in sustainability
- Provide a maximum of 10 days' consultancy to assist Council with developing plans for the implementation of sustainability initiatives.
- Work in collaboration with Council on EU project identification and delivery
- Provide support to Council and other public bodies to deliver government initiatives to meet energy sustainability targets in the region.
- Identify opportunities to raise awareness on sustainable incentives
- Work in partnership with Council to develop strategies to mitigate the effects of climate at a regional level.

Customer Responsibilities

Customer responsibilities in support of this Agreement include:

- Availability of a customer representative to liaise with the Service Provider
- On-going support for the initiatives developed by the Service Provider

- Appoint an Officer to represent Council at the Northern Ireland Local Government Sustainable Development Forum
- Provide a level of financial support to assist with the running costs of Sustainable NI's office facility and the delivery of the services provided.

Confidentially

The Service Provider will treat as strictly confidential all information acquired through its actions in delivery of the Agreement. No party will disclose such information to any other party, directly or indirectly, except where disclosure is required by law or is with the relevant parties' prior written consent.

Variations

There may be circumstances during the duration of the Agreement which prevent the full discharge of each party's responsibilities through no fault of either party. Circumstances in which variations may occur during this period may include, but are not limited to:

- No-provision of responsibilities by the Service Provider or Customer
- Significant changes in the anticipated workload
- Changes in Government or EU legalisation

Each party will discuss the need for any variation to the Service Level Agreement at the earliest opportunity and will make any variation by mutual agreement

Periodic Review

This Agreement is valid from the effective date outlined herein until further notice. The Agreement will be reviewed annually. However, in lieu of a review during any period specified, the current Agreement will remain in effect.

The Customer is responsible for facilitating regular reviews of this document. Contents of this document may be amended as required, provided mutual agreement is obtained from the Customer and the Service Provider. The Customer will inform the Document Owner of all subsequent revisions and obtain mutual agreement/approval as required.

Amendments and revisions are recorded in the document.

Review Period: as required and within 12 months from 1st April 2017

Review Date: on or before 31st March 2018



Business Services

Sustainability Consulting Services for District Councils

Sustainable Northern Ireland (SNI) is a NI charity working with partners to advance the pursuit of sustainable development by district councils and others. We are committed to the principles of sustainable development; our work programmes encourage organisations to integrate these principles throughout their own operations and business planning functions. Sustainable Northern Ireland also established the Belfast Food Network, a project to develop initiatives that will make Belfast a Sustainable Food City.

For almost two decades, Sustainable NI has played a key role in helping to shape the sustainability agenda in Northern Ireland. We have helped to create policy and monitor its effective implementation. We have worked alongside many public sector organisations to help them understand the scope of their legislative responsibilities and to put in place the structural arrangements needed to comply with these obligations. We can help client organisations to meet their economic, environmental and social responsibilities by providing expert advice on the design and implementation of effective sustainability strategies.

Sustainable NI offers a range of strategic services to help district councils become compliant with regulatory requirements. These are available, free of charge, to councils that are Sustainable NI subscribers. Our core provision to all councils includes the Local Government Sustainable Development Forum, through which officers receive practical support and capacity building, as well as building strong professional relationships with their counterparts across the region.

The additional services outlined in this document are offered on the basis of **ten days of services** for each subscribing council. These services are also available as a chargeable consultancy for other bodies.

We offer a range of services:

- **Sustainability Training**
 - We can offer tailored training courses to cover many aspects of the sustainable development agenda, ranging from half-day introductory seminars to a multi-week development programme.
- **Sustainable Development Strategies**
 - Some councils have compiled sustainability strategies to guide their operations across all departments; others have indicated their intention to do so. Sustainable NI can offer advice on design and content, drawing on our experience of detailed engagement in the creation of both NI's regional sustainable development strategies, as well as those of some individual legacy councils.
- **Sustainability Reporting**
 - Sustainable NI has developed a toolkit to help district councils assess how and to what extent sustainability has been integrated into their culture, policies and practices. The Sustainability Audit Matrix (SAM) was deployed by most of the legacy councils in NI, as well as by several other public sector agencies. Our Sustainability Assessment Toolkit (SAT) is a complementary screening system for council activities.
- **Sustainability within Community Planning**
 - Through its requirement to improve the social, economic and environmental wellbeing of a district, community planning must contribute to the achievement of sustainable development in Northern Ireland. Sustainable NI can help councils to incorporate sustainability thinking into the implementation phases of their first Community Plans.

- **EU Funding Applications**
 - From 2016, every project seeking funding in all themes covered by EU Structural and Investment Funds will be required to demonstrate how it will promote sustainable development. Projects must also demonstrate how they will minimise any adverse environmental impact. Sustainable NI can help with advice on incorporating sustainability criteria at the project definition stage to satisfy this horizontal principle.
- **Knowledge Networks**
 - Sustainable NI maintains a comprehensive network of experts on a suite of sustainability topics. By gathering and sharing intelligence within this network, we seek to stay abreast of the key sustainability trends and assess their relevance for our client organisations. Covering themes as varied as renewable energy technologies and biodiversity surveys, from sustainable procurement to green tourism, we can source the appropriate expertise to meet your needs.
- **Sustainable Food**
 - On behalf of the city of Belfast, we wrote a successful bid to be included as one of only six founder members of the UK Sustainable Food Cities programme. With over 40 towns and cities now in the network, we can share our experience to help other districts establish initiatives to tackle some of the social, environmental and economic impacts of food that will help to improve the health and wellbeing of their residents.
- **Climate Change**
 - Through our involvement with the Climate NI network, we can provide access to resources that will be of value to councils in considering aspects of emergency planning. In addition, we can advise on initiatives that contribute to the mitigation of climate change, such as developments linked to the low-carbon economy, and the incorporation of adaptation measures as material considerations in planning.