



Comhairle Ceantair
**an Iúir, Mhúrn
agus an Dúin**
**Newry, Mourne
and Down**
District Council

January 31st, 2018

Notice Of Meeting

You are requested to attend the Council meeting to be held on **Monday, 5th February 2018** at **6:00 pm** in **Mourne Room, Downshire Civic Centre.**

Agenda

1.0 Apologies and Chairperson's Remarks

2.0 Declarations of Interest

3.0 Action Sheet arising from Council Meeting held on 8th January 2018

[Council-08012018.pdf](#)

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[Reply from A Riley Dept for Business re Bombardier 24.1.18.pdf](#)

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4.0 To set a District Rate for the Financial Year 2018/19 as required under Section 3 of the Local Government Finance Act (NI) 2011

Council Minutes For Adoption and Signing

5.0 Minutes of Council Meeting held on 8th January 2018

[Council_08-01-2017.pdf](#)

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6.0 Minutes of Special Council Meeting held on 19th January 2018

Committee Minutes for Consideration and Adoption

7.0 Minutes of Enterprise, Regeneration and Tourism Committee Meeting held on

[ERT Minutes 15 January 2018 CM.pdf](#)

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8.0 Minutes of Strategy, Policy and Resources Committee Meeting held on

[SPR Minutes 18 1 2018.pdf](#)

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9.0 Minutes of Active and Healthy Communities Committee Meeting held on

[AHC - 22 January 2018.pdf](#)

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10.0 Minutes of Regulatory and Technical Services Committee Meeting held on

11.0 Minutes of Audit Committee held on 11 January 2018

Audit Committee Minutes - 11 January 2018.pdf

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Correspondence and Conferences

12.0 Correspondence received from Permanent Secretary, Peter May, regarding Eastern Distributor Road in Downpatrick

Eastern Distributor Road.pdf

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13.0 Correspondence received from Fermanagh & Omagh District Council re: Motion - Reinstatement of the Area of Natural Constraint Scheme

Fermanagh and Omagh.pdf

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14.0 National Association of Councillors Conference - Shared Services and Resources in the Community

The Park Inn Hotel, York City Centre
23rd-25th February 2018

£350+VAT

Travel & Accommodation extra

Booking form.pdf

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Notices of Motion

15.0 Notice of Motion received from Councillor Sharvin

Whereas this council, Newry/Mourne & Down District Council, recognises the vital significance of Bombardier Aerospace, formerly Shorts, for the Northern Ireland economy, with four thousand three hundred workers directly employed and a further twenty thousand employed indirectly in the supply chain or through induced economic activity; we express our profound concern at the threat posed to these jobs by the recent protectionist judgements by the US International Trade Commission which effectively placed a 300% surcharge on the C Series aircraft in an attempt to close the US market; it is resolved to express our full solidarity with the workforce and company at this time of trial and propose to write directly to the Prime Minister Theresa May MP to request that the government make it known to Boeing that if they do not withdraw their case then they will be excluding themselves from UK procurement opportunities both current and future; it is further resolved to write to the European Trade Commissioner to request an immediate escalation through existing trade disputes mechanisms.

16.0 Notice of Motion received from Councillors Casey and Kimmins

This Council recognises the citizens of this districts commitment to human rights and will therefore support those seeking a human rights-compliant public inquiry into allegations of forced labour, arbitrary detention, ill treatment and the illegal adoption of babies in former mother and baby homes in this district and across the North.

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
Lorraine Burns	lorraine.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
Ms Alice Curran	alice.curran@nmandd.org
Mr Eddy Curtis	eddy.curtis@nmandd.org
Cllr Laura Devlin	laura.devlin@nmandd.org
Ms Louise Dillon	louise.dillon@nmandd.org
Cllr Sean Doran	sean.doran@nmandd.org
Cllr Sinead Ennis	sinead.ennis@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
Miss Veronica Keegan	veronica.keegan@nmandd.org
Mrs Sheila Kieran	sheila.kieran@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
Mrs Regina Mackin	regina.mackin@nmandd.org
Cllr Kevin Mc Ateer	kevin.mcateer@nmandd.org
Colette McAteer	colette.mcateer@nmandd.org
Cllr Declan McAteer	declan.mcateer@nmandd.org
Cllr Oksana McMahan	oksana.mcmahan@nmandd.org
Cllr Andrew McMurray	andrew.mcmurray@nmandd.org
Eileen McParland	eileen.mcparland@nmandd.org
Catrina Miskelly	catrina.miskelly@downdc.gov.uk

Ms Carmel Morgan	carmel.morgan@nmandd.org
Cllr Roisin Mulgrew	roisin.mulgrew@nmandd.org
Cllr Mark Murnin	mark.murnin@nmandd.org
Mrs Aisling Murray	aisling.murray@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 Michael Savage	michael.savage@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
Central Support Unit	central.support@nmandd.org
Cllr William Walker	william.walker@nmandd.org
Mrs Marie Ward	marie.ward@nmandd.org
Mr Adam Wilkinson	adam.wilkinson@nmandd.org

ACTION SHEET – COUNCIL MEETING – MONDAY 8 JANUARY 2018

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Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
C/0012018	Chairperson's Remarks	<p>Letters of condolence to be sent to the families of Maurice Hayes and Frank McDowell.</p> <p>Letters of concern to be sent to Theresa May and the Secretary of State regarding Bombardier with a full discussion taking place at the February Council Meeting.</p>		<p>Letters sent – 17/01/18</p> <p>Reply from Department for Business, Energy and Industrial Strategy, on behalf of Prime Minister, received 29.01.2018 (attached for information)</p>	
C/002/2018	Declarations of Interest	Councillor McMurray declared an interest in C/012/2018 – Correspondence received from Education Authority regarding Ardnabannon Outdoor Resource Centre.	D Services	Noted	
C/003/2018	Action Sheet from Council Meeting held on 4 December 2017	<p>C/175/2017 – Mr Hannaway advised Councillor Byrne would be contacted as soon as possible regarding the issue with Rainbow Community.</p> <p>C/184/2017 – Minutes of RTS Committee 22 November 2017 – RTS/138/2017 – Saintfield Play Park Toilets – Mr Hannaway advised he would ask Mr Wilkinson to revert to Councillor Burgess on this matter.</p>	L Hannaway		
C/004/2018	Minutes of Council Meeting held on 4 December 2017	<p>C/175/2017 – Chairperson's Remarks – Minute to be amended to read "...they had issued a letter to most Councillors..."</p> <p>Minutes adopted, subject to agreed amendment.</p>	D Services	Adopted.	
C/005/2018	Minutes of Special Council Meeting held on 27 November 2017	<p>It was agreed that a cross-party delegation seek a meeting with Mr May, Permanent Secretary, to discuss the issues regarding the District's roads.</p> <p>It was also agreed that the minutes of Special Council Meeting held on 27 November 2017 would be sent to NIW asking that any outstanding matters would be responded to.</p> <p>Minutes adopted.</p>	<p>D Services</p> <p>D Services</p>	<p>Letter sent – 19/01/18</p> <p>Minutes sent to Mr Larkin, NIW</p>	

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
				Adopted.	
C/006/2018	Minutes of Special Council Meeting held on 13 December 2017	Minutes adopted.	D Services	Adopted.	
C/007/2018	Minutes of ERT Committee 11 December 2017	<p>Councillor Curran to be recorded as in attendance.</p> <p>ERT/221/2017 – Events Open Call Proposal – It was agreed to approve Scenario 2: remove circa 12% from Giant Adventures Events – to include the following:</p> <ul style="list-style-type: none"> • Festival of Flight: £140k proposed budget cut to £122k. • Footsteps in the Forest: £85k proposed budget cut to £74k. • Wake the Giant: £100k proposed budget cut to £87k. • City of Merchants: £100k budget cut to £87k. • In addition to the above budget adjustments, the overall budget proposed for the Guardians of the Mourne Festival would be cut from £128k to £112k. <p>Minutes adopted.</p>	D Services	Noted	
C/008/2018	Minutes of SPR Committee 14 December 2017	<p>Councillor Sharvin to be recorded as in attendance.</p> <p>SPR/211/2017 – Local Development Plan Preparatory Studies – Paper 15: Strategic Settlement Evaluation – Mr Hannaway advised he would ask Mr Hay to contact Councillor Byrne to discuss the issues.</p> <p>Minutes adopted.</p>	<p>M Ward</p> <p>D Services</p> <p>A Hay</p> <p>D Carville</p>	Adopted.	
C/009/2018	Minutes of AHC	AHC/193/2017 – Presentation by Contact NI	M Lipsett	Adopted.	

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Committee 18 December 2017	It was agreed that a letter of support would be sent to Mr Cumisky of Contact NI. Minutes adopted.		Adopted.	
C/010/2018	Minutes of RTS Committee 19 December 2017	RTS/153/2017 – Bus Shelter at Cloughreagh Park, Bessbrook – Meeting to be held with Slieve Gullion DEA Councillors, Members of RTS Committee and representatives of statutory bodies with a report being brought back to January RTS Committee. RTS/159/2017 – Access to Civic Amenity Sites for Disposal of Commercial Waste – copy of report circulated at RTS Committee regarding new amenity site in Downpatrick to be sent to Councillor Sharvin. RTS/162/2017 – Future Service Delivery – Off Street Parking – it was agreed that the matter would be taken at the end of the Meeting with Council was in closed session. Minutes adopted, with exception of RTS/162/2017.	A Wilkinson	Adopted.	
C/011/2018	Correspondence received from Permanent Secretary O'Reilly re: Universal Credit	The correspondence was noted.	D Services	Noted.	
C/012/2018	Correspondence received from Education Authority re: Proposed Closure of Ardnabannon OEC	The correspondence was noted.	D Services	Noted.	
C/013/2018	Correspondence received from	The correspondence was noted.	D Services	Noted.	

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Ulster Bank re: Closure of Killyleagh Branch				
C/014/2018	Correspondence received from NIPSO re: New NIPSO Powers	The correspondence was noted.	D Services	Noted.	
C/015/2018	Conference on Education Policy in NI	It was agreed to acquire the slides presented at the Education Policy in Northern Ireland Conference.	D Services	In progress	
C/016/2018	National Association of Councillors – Environment Conference	It was agreed that the Council's NAC representatives be afforded the opportunity to attend the conference in Leeds on 19-21 January 2018.	L Burns	Councillor Andrews to attend	

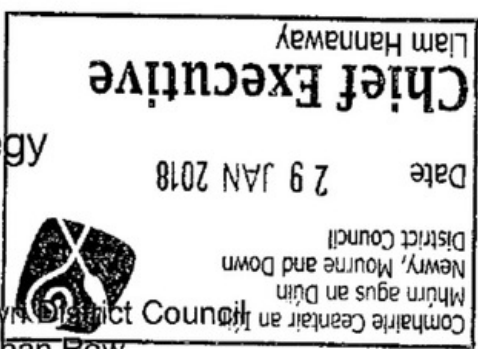
IN CLOSED SESSION

C/017/2018	Off-Street Car Parking	<p>It was agreed to defer the decision on Off-Street Car Parking until a Special Council Meeting in order to consider the matter and bring it to a resolution.</p> <p>It was agreed that Democratic Services would circulate confidential items distributed at committee meetings via the locked facility on MinutePad to all Councillors.</p>	D Services D Services	<p>Special Council Meeting to take place – 19th January 2018</p> <p>Ongoing</p>	
C/018/2018	Review of Senior Structure of Council	<p>It was agreed to approve the following, subject to a review of the new structures being carried out 12 months after the appointment of a new Director of Neighbourhood Services:</p> <ol style="list-style-type: none"> 1. the structure set out in Section 4 of Report, dated 3 January 2018, prepared by Stellar Leadership on the senior structure of Council; 2. to change the name of the RTS Directorate to the Neighbourhood Services Directorate; 3. to proceed to recruit the Director of Neighbourhood Services post and extend the appointment of the interim Director up to end of June 2018; 4. to appoint those Councillors who participated in the 			

		previous recruitment exercise for the post of Director of RTS, to the panel for the recruitment of the Director of Neighbourhood Services.			
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Department for
Business, Energy
& Industrial Strategy



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Our ref: TOB2018/01692

24 January 2018

Dear Cllr Mulgrew

Thank you for your letter to the Prime Minister about Bombardier. As this matter falls within the remit of the Department for Business, Energy and Industrial Strategy your letter has been forwarded to this department and I have been asked to reply.

From the outset of the investigation we have made clear to both Boeing and the United States Government, that we consider the case against Bombardier unjustified. We have robustly defended UK interests throughout the US investigation.

We have also made clear to Boeing that the UK is now likely to explore a wider range of procurement alternatives in the future than would have otherwise been the case, in line with requirements on all UK procurers to consider social and economic objectives.

We are not complacent; safeguarding jobs at Bombardier Aerospace (Shorts) in Belfast remains a top priority for the Government and we will continue to do all we can to see the case resolved positively, working closely with Bombardier and the Canadian Government.

Yours sincerely

Adam Riley
BEIS MINISTERIAL CORRESPONDENCE UNIT

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

NMD/C/

Minutes of Council Meeting held on Monday 8 January 2018 at 6pm in the Mourne Room, Downshire Civic Centre, Downpatrick

In the Chair: Councillor R Mulgrew**In attendance:****(Councillors)**

Councillor T Andrews	Councillor R Burgess
Councillor S Burns	Councillor P Byrne
Councillor M Carr	Councillor C Casey
Councillor W Clarke	Councillor D Curran
Councillor L Devlin	Councillor S Doran
Councillor C Enright	Councillor G Fitzpatrick
Councillor G Hanna	Councillor V Harte
Councillor H Harvey	Councillor T Hearty
Councillor L Kimmins	Councillor M Larkin
Councillor K Loughran	Councillor J Macauley
Councillor D McAteer	Councillor O McMahan
Councillor A McMurray	Councillor M Murnin
Councillor B O'Múiri	Councillor H Reilly
Councillor M Ruane	Councillor M Savage
Councillor G Sharvin	Councillor G Stokes
Councillor D Taylor	Councillor J J Tinnelly
Councillor J Trainor	Councillor W Walker

(Officials)

Mr L Hannaway, Chief Executive
 Mrs D Carville, Director of Corporate Services
 Mrs M Ward, Director of Enterprise, Regeneration and Tourism
 Mr M Lipsett, Director of Active and Healthy Communities
 Mr C Jackson, Assistant Director, Building Control & Regulation
 Ms C Miskelly, Assistant Director of Corporate Services
 Mr A Patterson, Assistant Director of Tourism, Culture & Events
 Mr L Dinsmore, Head of Waste Processing, Enforcement and Business Support
 Mrs E McParland, Democratic Services Manager
 Mrs C Taylor, Democratic Services Officer
 Miss S Taggart, Democratic Services Officer

C/001/2018 **APOLOGIES AND CHAIRPERSON'S REMARKS**

Apologies were received from Councillors Bailie, Brown, Craig and Quinn.

The Chairperson wished all Members a happy new year and hoped that it would be prosperous and healthy for all.

The Chairperson agreed to send condolences to the families of Maurice Hayes who was a former ombudsman and Town Clerk of Down District Council, and former Councillor Frank McDowell who had represented the Newcastle area on the legacy Down District Council.

The Chairperson stated she had received requests to accept motions for the meeting however they were not submitted in time to be heard at the January Council Meeting. She advised she would however be sending a letter of concern on behalf of the Council to Theresa May and the Secretary of State regarding Bombardier, and a full discussion could take place at the February Council Meeting.

C/002/2018 **DECLARATIONS OF INTEREST**

Councillor McMurray declared an interest in C/00/2018 – correspondence received from Education Authority regarding Ardnabannon Outdoor Resource Centre.

C/003/2018 **ACTION SHEET ARISING FROM COUNCIL MEETING HELD ON 4 DECEMBER 2017**

Read: Action Sheet from Council Meeting held on 4 December 2017 (copy circulated).

C/175/2017 – Chairperson's Remarks

Councillor Byrne asked whether a meeting had yet been held with Rainbow Community regarding their concerns over their premises, and if not, when would this meeting be held.

Mr Hannaway advised this was being organised through the DEA Officer and he would advise Councillor Byrne on the matter as soon as possible.

C/184/2017 – Minutes of RTS Committee 22 November 2017 – RTS/138/2017 – Saintfield Play park Toilets

Councillor Burgess asked for an update on a timescale for the reopening of the disabled toilets at Saintfield play park.

Mr Hannaway advised he would ask Mr Wilkinson, interim Director of Regulatory and Technical Services, to revert to Councillor Burgess on the matter as soon as possible.

AGREED: The Action Sheet from Council Meeting held on 4 December 2017 was agreed.

COUNCIL MINUTES FOR ADOPTION AND SIGNING

C/004/2018 MINUTES OF COUNCIL MEETING HELD ON 4 DECEMBER 2017

Read: Minutes of Council Meeting held on 4 December 2017 (copy circulated).

C/175/2017 - Chairperson's Remarks

Councillor Byrne stated the minute should be amended to read "...they had issued a letter to most Councillors..." not Councils as stated.

C/182/2017 – Minutes of SPR Committee Meeting held on 16 November 2017 – SPR/205/2017 – Car Parking at the closed Newry Sports Centre

Mr Hannaway advised that further to Councillor Savage's query, work was being undertaken on the curtilage of the site and discussions were on-going between the Southern Health Trust, Southern Regional College and Council as to who would be responsible for opening and closing gates, as well as salting the car park.

Councillor Savage stated pedestrians from the Barcroft area, Newry, were looking to access the site on foot.

Mr Hannaway advised there were issues over security which would be addressed and a final paper would be brought back on the use of the car park.

AGREED: The Minutes of the Council meeting held on 4 December 2017 were agreed as an accurate record, subject to agreed amendment above, and adopted on the proposal of Councillor Stokes, seconded by Councillor Burgess.

C/005/2018 MINUTES OF SPECIAL COUNCIL MEETING HELD ON 27 NOVEMBER 2017

Read: Minutes of Council Meeting held on 27 November 2017 (copy circulated).

Councillor Reilly proposed that a meeting be sought with Mr Peter May, Permanent Secretary, Department for Infrastructure, to discuss with him, face to face, issues regarding the condition of the District's roads. This was seconded by Councillor Burgess.

It was agreed that a cross-party delegation would seek a meeting with Mr May as soon as possible.

Councillor McAteer asked whether a response to the queries raised that were not answered on the night of the meeting, would be forthcoming from Northern Ireland Water.

Mr Hannaway stated he would send the minutes of the meeting to the representatives from Northern Ireland Water asking for any responses that had not been answered on the night of the meeting.

AGREED: It was agreed on the proposal of Councillor Reilly, seconded by Councillor Burgess that a cross-party delegation seek a meeting with Mr May, Permanent Secretary to discuss the issues regarding the District's roads with him.

It was also agreed that the minutes of the Special Council Meeting held on 27 November 2017 would be sent to representatives from Northern Ireland Water asking that any outstanding matters not addressed on the night, would be responded to.

AGREED: The Minutes of the Special Council meeting held on 23 October 2017 were agreed as an accurate record and adopted on the proposal of Councillor Burgess, seconded by Councillor Hearty.

C/006/2018 **MINUTES OF SPECIAL COUNCIL MEETING HELD ON 13 DECEMBER 2017**

Read: Minutes of Special Council Meeting held on 13 December 2017 (copy circulated).

AGREED: The Minutes of the Special Council meeting held on 30 October 2017 were agreed as an accurate record and adopted on the proposal of Councillor Stokes, seconded by Councillor Ó Muirí.

COMMITTEE MINUTES FOR CONSIDERATION AND ADOPTION

C/007/2018 **MINUTES OF ENTERPRISE, REGENERATION AND TOURISM COMMITTEE MEETING HELD ON 13 FEBRUARY 2017**

Read: Minutes of Enterprise, Regeneration and Tourism Committee Meeting held on 11 December 2017 (copy circulated).

On a point of accuracy, Councillor Curran advised he had been present at the meeting, although his name was not shown as in attendance.

ERT/221/2017 Events Open Call Proposal

Councillor Clarke proposed Scenario 3 be adopted as it would safeguard the major festivals and increase revenue for the voluntary sector to enable them to grow their festivals and also provide an extra £30k for additional voluntary sector festivals.

Councillor Clarke added that Scenario 2 could see a number of festivals being jeopardised.

Councillor Hanna seconded Councillor Clarke's proposal.

Councillor Byrne confirmed he was in favour of Scenario 2 and advised that whilst, "Mrs Ward had confirmed Scenario 2 was a cut to the budget", the Director should have said, "this would result in a cut to the proposed budget".

Councillor Carr concurred with Councillor Byrne, saying council should support community led events that contributed so much.

Mrs Ward advised Members that if Scenario 2 was agreed, the format of the festivals would not change from last year, although they would be slightly enhanced. She also pointed out that the economic impact of community events was based on the amount of money contributed by Council and was not a true reflection.

The Chairperson put Councillor Clarke's proposal, seconded by Councillor Hanna for adoption of Scenario 3 to a vote and voting was as follows:

FOR: 15
AGAINST: 18

The proposal was declared lost.

The Chairperson put the original recommendation from Committee, proposed by Councillor Carr, seconded by Councillor Burgess to approve Scenario 2, to a vote, and voting was as follows:

FOR: 18
AGAINST: 15
ABSTENTIONS: 0

The proposal was declared carried.

Agreed: On the proposal of Councillor Carr, seconded by Councillor Burgess, it was agreed to approve Scenario 2: remove circa 12% from Giant Adventures Events – to include the following:

- **Festival of Flight: £140k proposed budget cut to £122k.**
- **Footsteps in the Forest: £85k proposed budget cut to £74k.**

- **Wake the Giant: £100k proposed budget cut to £87k.**
- **City of Merchants: £100k budget cut to £87k.**
- **In addition to the above budget adjustments, the overall budget proposed for the Guardians of the Mournes Festival would be cut from £128k to £112k.**

ERT/226/2017 – Downpatrick PSNI Station

In response to Councillor Enright's query, the Chairperson advised that this item had been taken in closed session and could be raised at the end of the meeting in closed session.

ERT/212/2017 – Presentation – Future Economic Growth in NMD

In response to Councillor Byrne's query, Mrs Ward undertook to email the presentation to all Councillors.

AGREED: **The Minutes were agreed as an accurate record and adopted on the proposal of Councillor McAteer, seconded by Councillor Burgess, subject to the inclusion of Councillor Curran's name in the attendance list.**

C/008/2018 MINUTES OF STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 14 DECEMBER 2017

Read: Minutes of Strategy, Policy and Resources Committee Meeting held on 14 December 2017 (copy circulated).

On a point of accuracy, Councillor Sharvin advised he had been present at the meeting, although his name was not shown as in attendance.

SPR/211/2017 – Local Development Plan Preparatory Studies – Paper 15: Strategic Settlement Evaluation

Councillor Byrne expressed concerns over the preparatory study's evidence, saying it was not reliable or comprehensive. He said that population alone could not be used to determine the hierarchy of settlements and requested to know the feedback on why Crossmaglen was reclassified. Furthermore, he asked Mr Hay to respond to the queries he had raised at the Strategy, Policy & Resources meeting.

Mr Hannaway advised he would ask Mr Hay to contact Councillor Byrne to discuss the issues.

AGREED: **The Minutes were agreed as an accurate record and adopted on the proposal of Councillor Savage, seconded by Councillor Burgess, subject to the inclusion of Councillor Sharvin's name in the attendance list.**

C/009/2018 **MINUTES OF ACTIVE AND HEALTHY COMMUNITIES
COMMITTEE MEETING HELD ON 18 DECEMBER 2017**

Read: Minutes of Active and Healthy Communities Committee Meeting held on 18 December 2017 (copy circulated)

AHC/195/2017 Financial Assistance

In response to a query from Councillor McAteer, Mr Lipsett undertook to email all Councillors the date of when Call 1 would open.

AHC/193/2017 Presentation by Contact NI

Councillor O'Muire proposed a letter of support would be sent to Mr Cumiskey of Contact NI. Councillor Walker seconded the proposal.

AGREED: **On the proposal of Councillor O'Muire, seconded by Councillor Walker, it was agreed that a letter of support would be sent to Mr Cumiskey of Contact NI.**

AGREED: **The Minutes were agreed as an accurate record and adopted on the proposal of Councillor Byrne, seconded by Councillor Burns.**

C/010/2018 **MINUTES OF REGULATORY & TECHNICAL SERVICES
COMMITTEE MEETING HELD ON 19 DECEMBER 2017**

Read: Minutes of Regulatory and Technical Services Committee Meeting held on 19 December 2017 (copy circulated)

RTS/153/2017 – Bus Shelter at Cloughreagh Park, Bessbrook

Councillor Stokes raised a point of accuracy on the recommendation regarding the bus shelter at Cloughreagh Park, saying the action agreed was that a meeting be held in the Community Centre at Cloughreagh and that no action or decision would take place until this meeting had been held.

The Chief Executive clarified that the decision was that a meeting was to be held with the Slieve Gullion DEA Councillors and Members of the RTS Committee who wish to attend plus representatives of the statutory bodies and a report brought back to the January RTS Committee, to which all DEA Councillors would be invited.

RTS/159/2017 – Access to Civic Amenity Sites for the Disposal of Commercial Waste

In response to Councillor Murnin's query regarding businesses being aware of Council's recycling services, Mr Hannaway advised he would liaise with the Directors of RTS and Corporate Services regarding sending out a communication.

In response to Councillor Byrne's concerns regarding the Committee recommendation of bulky waste being directed to Camlough or Newry, Mr Dinsmore advised that a full review was being undertaken on this matter and he hoped to have a full response within a few months.

Councillor Byrne suggested while the review was taking place, domestic waste could be taken to the refuse centres.

Councillor Sharvin referred to the new civic amenity site in Downpatrick and requested a copy of the report circulated at the RTS Committee meeting, to be sent to him.

Councillor Clarke suggested a communication be sent out to the public regarding where the recycling bags for the brown bins could be collected from.

RTS/151/2017 – December 2017 – Planning Committee Performance Report

In response to Councillor McAteer's query, Mr Hannaway advised that some of the 60 legacy applications were complex and details of these would be tabled at the Planning Committee.

RTS/162/2017 – Future Service Delivery – Off Street Parking

In response to Councillor Murnin's query, the Chairperson advised as this item had been taken in closed session at the RTS Committee meeting, this matter would be discussed at the end of the meeting when Council was in closed session.

AGREED: **The Minutes were agreed as an accurate record and adopted on the proposal of Councillor Burns, seconded by Councillor Casey.**

CORRESPONDENCE AND CONFERENCES

C/011/2018 CORRESPONDENCE RECEIVED FROM PERMANENT SECRETARY O'REILLY RE: UNIVERSAL CREDIT

Read: Correspondence received from Permanent Secretary O'Reilly, dated 7 December 2017, regarding Universal Credit (copy circulated).

Councillor Devlin stated she welcomed the additional support for claimants, however she was wary that there seemed to be no criteria for who made decisions on who this support would be allocated to. She said people had been told they would have to use a specific type of recording device if they wished to record their hearings and this would result in many having to pay for audio recording. She stated there were still deep concerns as to how Universal Credit would affect people across the District when it arrives.

NOTED The correspondence from Permanent Secretary O'Reilly regarding Universal Credit was noted.

Councillor McMurray left the meeting at this stage having previously declared an interest – 7.15pm

C/012/2018 **CORRESPONDENCE RECEIVED FROM EDUCATION
AUTHORITY RE: PROPOSED CLOSURE OF
ARDNABANNON OUTDOOR EDUCATION CENTRE**

Read: Correspondence received from Dr Clare Mangan, Director of Children and Young People's Services, dated 20 December 2017, regarding Proposed Closure of Ardnabannon Outdoor Education Centre (copy circulated).

Members spoke of their disappointment at the lack of consideration given to the Council's request to reverse the decision stating that Education Authority seemed to be the only ones who were confident there would be no reduction in service delivery.

NOTED: **The correspondence received from the Education Authority regarding proposed closure of Ardnabannon Outdoor Education Centre was noted.**

Councillor McMurray re-entered the meeting at this stage – 7.20pm

C/013/2018 **CORRESPONDENCE RECEIVED FROM ULSTER BANK RE:
CLOSURE OF KILLYLEAGH BRANCH**

Read: Correspondence received from Mr Sean Murphy, MD, Ulster Bank, dated 18 December 2017, regarding closure of the Killyleagh Branch (copy circulated).

Members spoke of their disappointment for the lack of regard shown by Ulster Bank to the loyal customers of the Killyleagh Branch and Councillor Walker expressed his deep concern that their intention was also to remove the ATM.

NOTED: **The correspondence received from Ulster Bank regarding closure of Killyleagh Branch was noted.**

C/014/2018 **CORRESPONDENCE RECEIVED FROM NORTHERN
IRELAND PUBLIC SERVICES OMBUDSMAN'S OFFICE
REGARDING NEW NIPSO POWERS**

Read: Correspondence received from Northern Ireland Public Services Ombudsman's Office, dated 21 December 2017, regarding new NIPSO Powers (copy circulated).

NOTED: **The correspondence received Northern Ireland Public Services Ombudsman's Office regarding new NIPSO Powers was noted.**

C/015/2018 **CONFERENCE ON EDUCATION POLICY IN NORTHERN
IRELAND – AREA PLANS, COLLABORATION AND**

**LEADERSHIP – KEYNOTE: EDUCATION AUTHORITY AND
GTCNI – POLICY FORM FOR NORTHERN IRELAND**

Read: Correspondence received from Policy Forum for Northern Ireland, regarding Education Policy in Northern Ireland Conference being held on Tuesday 23rd January 2018 (copy circulated).

Councillor Byrne queried if it would be possible to acquire the slides presented at the conference.

AGREED: It was agreed to acquire the slides presented at the Education Policy in Northern Ireland Conference.

**C/016/2018 NATIONAL ASSOCIATION OF COUNCILLORS
ENVIRONMENT CONFERENCE**

Read: Correspondence received from National Association of Councillors, dated 5th December 2017, regarding Environment Conference (copy circulated).

Councillor Walker proposed the Council's National Association of Councillors representatives should be afforded the opportunity to attend the conference in Leeds on 19th-21st January 2018. This was seconded by Councillor Macauley.

Councillor Andrews and Burgess expressed their wish to attend the conference as National Association of Councillor representatives.

AGREED: It was agreed on the proposal of Councillor Walker, seconded by Councillor Macauley that the Council's National Association of Councillors' representatives be afforded the opportunity to attend the conference in Leeds on 19th-21st January 2018.

**ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE
LOCAL GOVERNMENT ACT (NI) 2014**

C/017/2018 OFF-STREET CAR PARKING

Agreed: On the proposal of Councillor Ruane, seconded by Councillor Burgess, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Agreed: On the proposal of Councillor Ruane, seconded by Councillor Burns, it was agreed the Committee come out of closed session.

Agreed: When the Council came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Murnin, seconded by Councillor Carr, to defer the decision on Off-Street Car Parking until a Special Council Meeting the following week in order to consider the matter and bring it to a resolution.

Agreed: It was agreed that Democratic Services would circulate confidential items distributed at committee meetings via the locked facility on MinutePad to all Councillors.

C/018/2018 **REVIEW OF SENIOR STRUCTURE OF COUNCIL**

Agreed: On the proposal of Councillor Ruane, seconded by Councillor Burgess, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Agreed: On the proposal of Councillor Ruane, seconded by Councillor Burns, it was agreed the Committee come out of closed session.

Agreed: When the Council came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Clarke, seconded by Councillor Ruane to approve the following, subject to a review of the new structures being carried out 12 months after the appointment of the new Director of Neighbourhood Services:

1. the structure set out in Section 4 of Report, dated 3 January 2018, prepared by Stellar Leadership on the senior structure of Council;
2. to change the name of the RTS Directorate to the Neighbourhood Services Directorate;
3. to proceed to recruit the Director of Neighbourhood Services post and extend the appointment of the interim Director up to end of June 2018;
4. to appoint those Councillors who participated in the previous recruitment exercise for the post of Director of

RTS, to the panel for the recruitment of the Director of Neighbourhood Services.

There being no further business, the meeting concluded at 8.37pm.

Signed:

Chairperson

Chief Executive

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Minutes of the Enterprise, Regeneration & Tourism Committee Meeting held on Monday 15 January 2018 at 3.00pm in the Boardroom, District Council Offices, Monaghan Row, Newry

Chairperson: Councillor P Byrne

In Attendance: **(Committee Members)**

Councillor C Casey
Councillor W Clarke
Councillor D Curran
Councillor H Harvey
Councillor T Hearty
Councillor D McAteer
Councillor O McMahon
Councillor G Stokes
Councillor D Hyland

Officials

in Attendance: Ms M Ward, Director of Enterprise, Regeneration & Tourism
Mr J McGilly, Asst. Director, Enterprise Employment & Regeneration
Mr A Patterson, Asst. Director, Tourism Culture & Events
Ms M Boyle, Tourism Development Officer
Ms P McKeever, Democratic Services Officer

Also in Attendance: Dr Kirstin Lemon, Geologist, GSNI

ERT/001/2018: APOLOGIES / CHAIRPERSON'S REMARKS

Apologies were received from Councillors Burgess, Ruane, Quinn and Hanna.

ERT/002/2018: DECLARATIONS OF INTEREST

Councillor Stokes declared an interest in ERT/004/2018: Joint Brexit Conference

FOR DISCUSSION/DECISION**ERT/003/2018: ACTION SHEET MINUTES OF ENTERPRISE, REGENERATION & TOURISM COMMITTEE MEETING MONDAY 11 DECEMBER 2017**

Read: Action Sheet arising out of the Minutes of the Enterprise, Regeneration & Tourism Committee Meeting held on Monday 11 December 2017. **(Copy circulated)**

Agreed: On the proposal of Councillor Curran, seconded by Councillor Harvey, it was agreed to note the Action Sheet arising out of the Minutes of the Enterprise, Regeneration and Tourism Committee Meeting held on Monday 11 December 2017.

ENTERPRISE, EMPLOYMENT & REGENERATION**ERT/004/2018: JOINT BREXIT CONFERENCE**

Read: Report dated 15 January 2017 from Jonathan McGilly, Assistant Director Enterprise, Employment and Regeneration regarding Joint Brexit Conference update. **(Copy circulated)**

Mr McGilly advised the conference would be open for all Councillors and businesses to attend and a link to enable online registration would be circulated to all Members in due course.

In response to a query from Councillor McAteer as to how the conference would be structured taking into account the current political status, the Chairperson agreed this would be difficult but said he had recently attended a Brexit conference at Lough Erne which he had found to be very informative in terms of pointing people in the right direction and obtaining practical advice.

Agreed: On the proposal of Councillor Harvey seconded by Councillor McAteer, it was agreed to:

- 1. Approve cross border Brexit conference, to be hosted in the Carrickdale in association with NMD Council, InterTradelreland, Louth County Council, Local Enterprise Office (LEO), Dundalk Chamber and Newry Chamber.**
- 2. Develop a similar Brexit event to be hosted in Downpatrick / Newcastle area early 2018.**
- 3. Link to enable online registration to the Brexit Conference to be circulated to all Members**

(3.05pm – Councillor Stokes joined the meeting, at this point he declared an interest in ERT/004/2018)

(3.10pm -Councillor Clarke joined the meeting)

ERT/005/2018: CREATIVE INDUSTRIES – EMERGING TECHNOLOGIES FOR SMALL BUSINESS

Read: Report dated 15 January 2018 from Mr Jonathan McGilly, Assistant Director Enterprise, Employment & Regeneration regarding Creative Industries – Emerging Technologies for Small Business. **(Copy circulated)**

Councillor McAteer asked how businesses would be identified. Mr McGilly replied this would be done via various promotions including social media, he said engagement was already taking place with SRC and SERC and leads and contacts would be developed with local enterprise centres.

Agreed: **On the proposal of Councillor McAteer, seconded by Councillor Stokes it was agreed Council approve programme of £17,000, working in collaboration with SRC/SERC to host “Emerging technologies for business” events across the district.**

ERT/006/2018: UPDATE ON DERRYMORE REGENERATION PROJECT

Read: Report dated 15 January 2018 from Marie Ward, Director Enterprise, Regeneration & Tourism regarding the update on Derrymore Regeneration Project (including co-operation project with Morrehill, Co. Mayo. **(Copy circulated)**

Agreed: **On the proposal of Councillor Hearty, seconded by Councillor McAteer, the following was agreed:**

- i. Following the procurement and assessment of an Integrate Design Team for the regeneration of Derrymore Demesne and Moorehall Estate projects, to appoint the most economically advantageous tender, providing it is within budget**
- ii. To put in place a Service Level Agreement between Council / MGL LAG and Mayo Co Council re the project management and financial delivery of the Co-operation Project**
- iii. To engage with National Trust regarding necessary legal agreements regarding the completion of the works on their land. This will also outline the aspects of the project that National Trust will continue to maintain following completion of the project, and outline Council’s responsibility for future maintenance of the**

Play Area

- iv. **To establish Permission Path Agreements in relation to the River Walk, subject to legal formalities and land valuation.**
- v. **To procure the appointment of a contractor(s) for both Derrymore Demense and Moorehall Estate projects. However official appointment of a contractor(s) will only be made once funding is in place for completion of the capital works.**
- vi. **To submit a funding application to MGL LAG once the all pre application requisites have been completed. Engage with Sport NI to secure a Letter of Offer once all pre LoO requisites have been completed.**

ERT/007/2018

CHINESE INVITATION

Read: Report dated 15 January 2018 from Marie Ward, Director of Enterprise, Regeneration & Tourism regarding Changchun Region Friendship Agreement. **(copy circulated)**

Agreed: **On the proposal of Councillor Stokes, seconded by Councillor Harvey it was agreed:**

- 1. **To accept the invitation extended by Liu Changlong, Mayor of Changchun to visit in 2018**
- 2. **To agree to the Chair of Council and Chief Executive representing the Council on the visit.**
- 3. **To further consider the opportunities to include a wider delegation of business and educational partners in the visit.**

ERT/008/2018:

MIPIM CANNES

Read: Report dated 15 January 2018 from Marie Ward, Director of Enterprise, Regeneration & Tourism regarding the MIPIM.

Agreed: **On the proposal of Councillor Clarke, seconded by Councillor Stokes, it was agreed to approve the Chair of Council and One Council official attending MIPIM to represent the Newry, Mourne and Down Region development opportunities**

TOURISM, CULTURE & EVENTS ITEMS**ERT/009/2018 NORTHERN IRELAND TOURISM ALLIANCE**

Read: Report dated 15 January 2018 from Andy Patterson, Assistant Director of Tourism, Culture and Events regarding establishment of a Northern Ireland Tourism Alliance. **(Copy circulated)**

Discussion took place and there was agreement among members that the formation of a new Tourism Alliance would be very beneficial to the regional economy, however members expressed the importance that this Alliance be business lead.

Agreed: **On the proposal of Councillor Hyland, seconded by Councillor McAteer it was agreed to confirm Newry, Mourne and Down District Council's support of the formation of a new Tourism Alliance.**

ERT/010/2018: GEOTOURISM PROJECT UPDATE

Read: Report dated 15 January 2018 from Andy Patterson, Assistant Director of Tourism, Culture and Events regarding UNESCO Geopark. **(Copy circulated)**

The Chairperson invited Dr Kirstin Lemon to speak to the Members regarding the impact of the proposed Geopark. Dr Lemon said the proposed three AONB areas identified for inclusion in the UNESCO Geopark submission shared a geological heritage and the achievement of a UNESCO Global Geopark status would ensure sustainable tourism for the area. She continued saying that a holistic approach with regard to protection, education and sustainable tourism was a requirement of all UNESCO Global Geoparks and so by having this arrangement already in place would allow for an effective and cohesive management structure. To allay concerns expressed by Members regarding any potential threat to landowners / farmers, Dr Lemon assured that UNESCO Global Geoparks would work with what was available and the 'Geopark Brand' would ensure nothing else would change.

Agreed: **On the proposal of Councillor Hyland, seconded by Councillor Clarke it was agreed to approve the recommendation that the UNESCO Geopark submission will include the Strangford Lough and Lecale AONB (if agreed by Ards & North Down BC) in addition to the Mournes and Ring of Gullion AONBs.**

ERT/011/2018 ATTENDANCE AT DUBLIN HOLIDAY WORLD AND BALMORAL SHOW

Read: Report dated 15 January 2018 from Andy Patterson, Assistant Director of Tourism, Culture and Events regarding Council

attendance at Holiday World 2018 and Balmoral Show 2018.
(Copy circulated)

Agreed: On the proposal of Councillor Curran seconded by Councillor McAteer it was agreed that Councillors Harvey and McAteer attend the Balmoral Show (16 – 19 May 2018) and Councillors Hyland and Burgess attend the Dublin Holiday World show (26 – 28 January 2018)

ERT/012/2018 **EXTENSION OF APPOINTMENT FOR FESTIVAL OF FLIGHT DIRECTOR FOR 2018**

Read: Report dated 15 January 2018 from Andy Patterson, Assistant Director of Tourism, Culture and Events regarding extension of appointment for Festival of Flight Director 2018. **(Copy circulated)**

Members expressed concern regarding cuts to the budget and the impact this would have on other events. Mrs Ward said this would be tabled for discussion at the February ERT Committee Meeting. She said there was sufficient money in the budget to cover the extension of the appointment for Festival of Flight Director for 2018. In response to a query from Councillor Casey as to the need for a Flight Director for one day, Mr Patterson replied saying it was essential to have an aviation expert present from a health and safety perspective.

Agreed: On the proposal of Councillor Clarke seconded by Councillor Harvey it was agreed to extend the appointment of Rick Peacock-Edwards as Festival of Flight Flying Display Director 2018 in line with the ERT committee decision taken on 9th May 2016.

ITEMS TAKEN IN CLOSED SESSION

Agreed: On the proposal of Councillor Hyland seconded by Councillor McAteer it was agreed to exclude the public and press from the meeting during discussion on the following matters which related to exempt information by virtue of Paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – information relating to the financial or business affairs of any particular person (including the Council holding that information).

ERT/013/2018 WARRENPOINT BATHS DEVELOPMENT BRIEF

Read: Report dated 15 January 2018 from Jonathan McGilly, Assistant Director of Enterprise, Employment and Regeneration regarding Warrenpoint Baths Redevelopment Brief. **(Copy circulated)**

ERT/014/2018 WARRENPOINT BATHS LEASE

Read: Report dated 8 January 2018 from Andy Patterson, Assistant Director of Tourism, Culture and Events regarding lease of Warrenpoint Baths/Water Sports Centre – East Coast Adventure. **(Copy circulated)**

Agreed: **On the proposal of Councillor McAteer seconded by Councillor Hyland it was agreed the Committee come out of closed session.**

Agreed: **When the Committee came out of closed session the Chairperson reported the following had been agreed:**

Warrenpoint Baths Development Brief

On the proposal of Councillor McAteer seconded by Councillor Casey it was agreed that Newry, Mourne and Down District Council agree the additional £13,500, as per current tender assessment, to appoint a multi-disciplinary team to manage the development brief process in relation to Warrenpoint Baths. The total contract cost is £23,500 and is available in the Council regeneration budget.

Warrenpoint Baths Lease

On the proposal of Councillor Casey seconded by Councillor Hyland it was agreed that Council enter into short term lease (1 year with option to renew) with East Coast Adventure subject to valuation from LPS and completion of all legal formalities

FOR NOTING**ERT/015/2018: ACTION TRACKER UPDATE SHEET**

Read: ERT Action Tracker Sheet **(copy circulated)**

Agreed: **On the proposal of Councillor Harvey, seconded by Councillor McAteer, it was agreed to note the ERT Action Tracker Sheet.**

ERT/016/2018: LOUTH/NMD JOINT COMMITTEE REPORT – SEPTEMBER 2017

Read: Louth/NMD Joint Committee Report – September 2017. **(Copy circulated)**

Agreed: **On the proposal of Councillor McAteer seconded by Councillor Hearty, it was agreed to note the Louth/NMD Joint Committee Report – September 2017.**

ERT/017/2018: DOWNPATRICK TOWNSCAPE INITIATIVE APPLICATION TO HERITAGE LOTTERY FUND

Read: Report dated 15 January 2018 from Jonathan McGilly, Assistant Director of Enterprise, Regeneration and Employment regarding Downpatrick Townscape Initiative application to Heritage Lottery Fund. **(Copy circulated)**

Agreed: **On the proposal of Councillor Curran, seconded by Councillor Harvey, it was agreed the Downpatrick Townscape Initiative application to Heritage Lottery Fund be noted.**

ERT/018/2018: UPDATE ON NEXT STEPS ON EXPORT DEVELOPMENT PROGRAMME

Read: Report dated 15 January 2018 from Jonathan McGilly, Assistant Director of Enterprise, Employment & Regeneration regarding Update on Next Steps on Export Development Programme. **(Copy circulated).**

Agreed: **On the proposal of Councillor Curran, seconded by Councillor Stokes, it was agreed that in order to determine impact of the programme, Council will 6 months following programme completion contact the 20 local companies to undertake monitoring against any new clients / contracts secured as a result of participation on the Overseas Results programme**

Council will also review with the business any further additional support that may be required to fulfil the new contract to inform potential additional programmes under future LED activity

ERT/019/2018: FARMERS / ARTISAN MARKETS

Read: Report dated 15 January 2018 from Jonathan McGilly, Assistant Director of Enterprise, Employment & Regeneration regarding Farmers / Artisan Markets.

Agreed: **On the proposal of Councillor Curran, seconded by Councillor Clarke, it was agreed that the progress on this project is noted.**

ERT/020/2018: PURPLE FLAG

Read: Report dated 15 January 2018 from Jonathan McGilly, Assistant Director of Enterprise, Regeneration & Employment regarding Purple Flag update.

Agreed: **On the proposal of Councillor Clarke, seconded by Councillor McAteer, it was agreed to note the detail of the report.**

ERT/021/2018: CITY DEAL UPDATE

Read: Report dated 15 January 2018 from Liam Hannaway, Chief Executive regarding Belfast Region City Deal: Update Report. **(Copy circulated)**

Agreed: **On the proposal of Councillor Stokes seconded by Councillor Hyland It was agreed to note content of report**

There being no further business the meeting concluded at 3.55pm

Signed: _____
Councillor P Byrne
Chairperson of Enterprise Regeneration & Tourism Committee

Signed: _____
Ms M Ward
Director of Enterprise Regeneration & Tourism Committee

NEWRY MOURNE AND DOWN DISTRICT COUNCIL

**Minutes of Strategy Policy & Resources Committee Meeting held on Thursday 18
January 2018 at 5.00pm in the Mourne Room, Downshire Civic Centre,
Downpatrick.**

In the Chair: Councillor T Hearty

In Attendance:

Councillor R Burgess	Councillor P Byrne
Councillor M Carr	Councillor S Doran
Councillor C Enright	Councillor D Hyland
Councillor O McMahon	Councillor A McMurray
Councillor M Murnin	Councillor B Ó Muirí
Councillor M Ruane	Councillor M Savage
Councillor G Sharvin	Councillor W Walker

Officials in Attendance:

Mr L Hannaway, Chief Executive
 Mrs D Carville, Director of Corporate Services
 Mr M Lipsett, Director of Active & Healthy Communities
 Mrs R Mackin, Assistant Director, Corporate Planning & Policy
 Mr J McBride, Assistant Director, Community Planning & Performance
 Mrs A Robb, Assistant Director, Corporate Services (Administration)
 Mr C Moffett, Head of Corporate Policy
 Ms L Moore, Head of Legal Administration
 Mrs E McParland, Democratic Services Manager
 Miss S Taggart, Democratic Services Officer
 Ms C Taylor, Democratic Services Officer

SPR/001/2018 APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Mr A Wilkinson, Director of Regulatory & Technical Services (Interim).

SPR/002/2018 DECLARATIONS OF INTEREST

There were no declarations of interest.

SPR/003/2018 ACTION SHEET OF THE STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 14 DECEMBER 2017

Read: Action Sheet of the Strategy, Policy and Resources (SPR) Committee Meeting held on 14 December 2017 (circulated).

Agreed: On the proposal of Councillor Byrne, seconded by Councillor Burgess, it was agreed that the Action Sheet of 14 December 2017 be noted.

POLICIES

SPR/004/2018 RETENTION & DISPOSAL POLICY

Read: Report from Ms M McIlhone, Business Support Manager and Mr P Green, Head of Compliance, dated 18 January 2018, regarding Council's Retention & Disposal Schedule (copy circulated).

AGREED: It was agreed on the proposal of Councillor Byrne, seconded by Councillor Hyland to agree to amend the Planning Section of the Council's Retention and Disposal Schedule as detailed in appendix 2 of the Officer Report.

CORPORATE PLANNING AND POLICY

SPR/005/2018 SECTION 75 POLICY SCREENING REPORT – QUARTERLY REPORT FOR PERIOD OCTOBER-DECEMBER 2017

Read: Report from Mrs R Mackin, Assistant Director Corporate Planning and Policy, dated 18 January 2018, regarding Section 75 Policy Screening Report – Quarterly Report for period October-December 2017 (copy circulated)

AGREED: It was agreed to note the Section 75 Policy Screening Report – Quarterly Report for period October-December 2017.

SPR/006/2018 EVERY CUSTOMER COUNTS

Read: Report from Mrs R Mackin, Assistant Director Corporate Planning and Policy, dated 18 January 2018, regarding "Every Customer Counts" Commitment (copy circulated)

Councillor Hyland stated he welcomed the initiative and asked what measures the traders of Newcastle would be taking to promote the scheme and how long the process was likely to take.

Mrs Mackin advised this was an on-going process and a toolkit was provided to traders which gave guidance through the process for them to become accessible to all.

Councillor Byrne queried why Council would not commit to become a signatory.

Mrs Mackin advised the Council had only been asked to register their commitment to the process in the first instance in order to develop the out-workings of the scheme.

AGREED: It was agreed on the proposal of Councillor Hyland, seconded by Councillor Byrne to agree to the Council signing up to the “Every Customer Counts” commitment.

SPR/007/2018 **STAKEHOLDER SURVEYS**

Read: Report from Mr A Beggs, Head of Evidence & Research, dated 18 January 2018, regarding Stakeholder Surveys (copy circulated)

Members expressed their concerns at the cost of conducting the stakeholder surveys querying whether it could be done in-house.

Mr McBride advised he would not know the actual cost until he went to market, however there may be some elements that could be carried out in-house. He stated the carrying out of the analysis would need to be undertaken externally as the resource capacity did not exist in-house to provide this.

AGREED: It was agreed in principle on the proposal of Councillor Savage, seconded by Councillor Burgess, to commission a number of important stakeholder surveys in support of the development of the new Corporate Plan (2019-2023) and other important Council strategies, with a paper being presented to the next Committee Meeting on methods of reducing the cost of undertaking the surveys and increasing the sample size.

SPR/008/2018 **COMMUNITY PLANNING STRATEGIC PARTNERSHIP BOARD MEETING – 24 OCTOBER 2017**

Read: Minutes of Community Planning Strategic Partnership Board Meeting – 24 October 2017 (copy circulated)

Councillor Byrne highlighted one of the main problems was the feeding up of information into thematic groups with the same information being repeated through the DEA structures. He asked whether an update on this was available.

Mr McBride stated this was being reviewed through the Active & Healthy Communities Directorate as it was operationally responsible for the DEAs. Issues relating to the thematic partnership working groups and attendance were being reviewed at present.

NOTED: The Minutes of Community Planning Strategic Partnership Board Meeting held on 24 October 2017 were noted.

SPR/009/2018 **PROPOSAL FOR PUBLIC INFORMATION EVENTS ON NEW MEASURES OF MULTIPLE DEPRIVATION**

Read: Report from Mr J McBride, Assistant Director: Community Planning & Performance, dated 18 January 2018 regarding

Proposal for Public Information Events on the updated Measures of Multiple Deprivation (MMD) (copy circulated).

Councillor Savage advised the information provided was much more detailed and reflective of the reality on the ground and there were issues regarding social deprivation and how to tackle it in the Newry DEA. He said it was important to raise living standards through job creation and referred to apprenticeship opportunities with SRC and a job creation strategy across the District, saying it was important to meet with as many stakeholders and decision makers in the District as possible to tackle the issue of poverty.

In response to Members' queries, Mr McBride advised that there would be an opportunity to challenge the NISRA data at the Special Council meeting on 26 February 2018. He said issues around data and DEA's would be picked up on at the public information events at both District and DEA level.

AGREED: **On the proposal of Councillor Savage, seconded by Councillor McMurray, it was agreed**

- **To host a NISRA-facilitated public information event on the updated Measures of Multiple Deprivation (MMD) at a suitable venue in Newry City.**
- **To organise similar public information events in each of the Council's seven District Electoral Areas (DEAs).**
- **Representatives of NISRA to be invited to the Special Council Meeting to be held on 26 February 2018.**

FOR CONSIDERATION AND/OR DECISION

SPR/010/2018 REQUEST BY NI WATER FOR COUNCIL LAND IN DUNDRUM TO FACILITATE NEW WASTE WATER PUMPING STATION

Read: Report from Mrs L Moore, Head of Legal Administration, dated 18 January 2018 regarding request from NI Water for land in Dundrum to facilitate new Waste Water Pumping Station (WWPS) (copy circulated).

Councillors Carr and Murnin expressed concerns regarding the sale of the site and asked why the site could not be leased.

Mrs Moore advised that NI Water were making a £5.5m investment and wanted control over the land. She added they were now offering a 99 year lease to Council for use as a car park once the works were complete.

AGREED: **It was agreed on the proposal of Councillor Murnin, seconded by Councillor Walker, that Council sell to NI Water the land identified on the Site Plan and following the construction works leases the same plot back from NI Water, subject to the following conditions:**

- That the Council receives agreement from the previous funders of the site, Tourism NI and the Rural Development Programme.
- Subject to a valuation by LPS.
- Subject to completion of legal formalities.
- Subject to NI Water being responsible for the Council's legal and valuation costs.
- Subject to the lease offered being at nominal value and on agreeable terms to the Council, including a lease term of 99 years.

SPR/011/2018 NILGA SUBSCRIPTION & WORK PLAN 2018/19

Read: Correspondence received from NILGA dated 9 January 2018 regarding NILGA's Summary Product & Work Plan for 2018/19 (copy circulated)

In response to Councillor Hyland's query regarding why there were no independent or Alliance party representatives, Mr Hannaway advised that Councillors were appointed by proportionality.

AGREED: **It was agreed that the NILGA Subscription & Work Plan 2018/19, be noted.**

SPR/012/2018 NILGA – INITIAL RESPONSE: DEPARTMENT OF FINANCE BUDGETARY OUTLOOK BRIEFING JANUARY 2018

Read: Correspondence received from NILGA dated 9 January 2018 regarding NILGA's Summary Product & Work Plan for 2018/19 (copy circulated).

Mrs Carville advised if any Member had any suggestions or inclusions for the response, to contact her directly. She added that the Department of Finance had agreed to accept a response in early February due to the tight deadline after Christmas.

Councillor Byrne expressed concerns over the poor state of rural roads, saying a rural needs impact assessment was required and a strong, comprehensive response. He added that it was important to carry out rural proofing.

AGREED: **It was agreed that the Initial Response – Department of Finance Budgetary Outlook Briefing January 2018, be noted.**

SPR/013/2018 LEASE OF OFFICE ACCOMMODATION IN DOWNSHIRE CIVIC CENTRE TO PROBATION BOARD NORTHERN IRELAND

Read: Report from Mrs A Robb, Assistant Director, Corporate Services (Administration), dated 18 January 2018, regarding lease of Office Accommodation in Downshire Civic Centre to Probation Board Northern Ireland (PBNI) (copy circulated).

Councillor Burgess expressed concerns regarding the lack of car parking at the front of the Downshire Civic Centre.

Mrs Carville undertook to issue correspondence to Civic Centre staff advising them to park at the back of the building.

AGREED: It was agreed on the proposal of Councillor Walker, seconded by Councillor Sharvin, that Council enter into a 3 year lease for the accommodation set out in the report at 1.0, with PBNI, at a yearly rental of £3,250.

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014

SPR/014/2018 A1 BEECH HILL TO CLOUGHOGUE

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Carr, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mrs L Moore, Head of Legal Administration, dated 18 January 2018 regarding A1 Beech Hill to Cloughogue – Plot 31 (copy circulated).

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Doran, seconded by Councillor Ruane, to note the contents of the Officer's report and accept the compensation figure assessed by the Council's valuer as outlined in paragraph 3.0 of Officer's report, plus interest and legal costs and proceed to complete legal formalities.

SPR/015/2018 CLONALLON PARK – ADVERSE POSSESSION CLAIM – RECOMMENDATION TO SETTLE

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Carr, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 –

Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mrs L Moore, Head of Legal Administration, dated 18 January 2018 regarding Adverse Possession Claim, Clonallon Park (copy circulated).

Agreed: **On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.**

Agreed: **When the Committee came out of closed session, the Chairperson advised that it had been agreed to note the contents of the officer's report and accept the offer as detailed in paragraph 3 of the officer's report in respect of disputed lands at Clonallon Park, Warrenpoint and subject to the purchaser covering the Council's legal costs and registration costs for the conveyance; agreement of the Council's Valuer to the terms; and completion of all necessary formalities.**

SPR/016/2018 **ACTION SHEETS OF THE EFFICIENCIES WORKING GROUPS HELD ON 29 SEPTEMBER 2017, 25 OCTOBER 2017, 15 NOVEMBER 2017 AND 18 DECEMBER 2017**

Agreed: **On the proposal of Councillor Burgess, seconded by Councillor Carr, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.**

Read: Action Sheets of the Efficiencies Working Groups held on 29 September, 25 October, 15 November and 18 December 2017 (copies circulated)

Agreed: **On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.**

Agreed: **When the Committee came out of closed session, the Chairperson advised that it had been agreed to note the contents of action sheets of Efficiencies Working Group meetings of 29 September 2017, 25 October 2017, 15**

November 2017 and 18 December 2017. (think I may have struck this part out?)

SPR/017/2018 ACTION SHEETS OF THE STRATEGIC PROJECTS WORKING GROUP HELD ON 12 DECEMBER 2017

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Carr, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that the Action Sheet of the Strategic Projects Working Group held on 12 December 2017 would be tabled at SPR Committee in February.

SPR/018/2018 REVIEW OF SENIOR STRUCTURE OF COUNCIL – UPDATE

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Carr, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Ruane, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chief Executive advised Members of proposals regarding the Director of Neighbourhood Services, for the interim period prior to making a permanent appointment.

There being no further business, the meeting concluded at 6.30pm.

For consideration at the Council Meeting to be held on 5 February 2018.

Signed: **Councillor Terry Hearty**
 Chairperson

Signed: **Dorinnia Carville**
 Director of Corporate Services

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Ref: AHC/2018

**Minutes of Active and Healthy Communities Committee Meeting held on
Monday 22 January 2018 at 6.00pm in the Mourne Room, Downshire
Civic Centre, Downpatrick**

Chairperson: Councillor Walker

In attendance: **(Councillors)**

Councillor Andrews	Councillor Brown
Councillor Burns	Councillor Doran
Councillor Enright	Councillor Fitzpatrick
Councillor Kimmins	Councillor Loughran
Councillor McMurray	Councillor Ó Muirí
Councillor Taylor	

Officials in attendance: Mr E Devlin, Assistant Director of Active & Healthy Communities (Health & Wellbeing)
Mrs J Hillen, Assistant Director of Active & Health Communities (Community Engagement)
Mr R Moore, Assistant Director of Active & Healthy Communities (Leisure & Sports)
Miss S Taggart, Democratic Services Officer

Also in attendance: Mr N McCrickard, CDRCN
Ms B Jennings, CDRCN
Mr R Flynn, Macmillan Move More Cordinator

AHC/001/2018 APOLOGIES & CHAIRPERSON'S REMARKS

Apologies were received from Councillor Trainor

The Chairperson advised the Committee that on 18 December 2017, Newry, Mourne and Down District Council's Environmental Health Service successfully prosecuted local food manufacturer, Need of Meats Limited, Newry under the Food Safety (Northern Ireland) Order 1991 for selling 'Halal beef salami' which contained 1-5% pork. Judge Peter King who commented on the significance of the breach, imposed a fine on the company of £1250 and £141 costs.

The Chairperson congratulated Ms Sheena McElowney who was recently appointed Head of Sustainability; Ms Sinead Murphy who was appointed Head of Environmental Health (Commercial); and Mr James Campbell who was appointed Head of Environmental Health (Residential).

AHC/002/2018: DECLARATIONS OF INTEREST

There were no declarations of interest.

AHC/003/2018 ACTION SHEET OF THE ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING HELD ON 18 DECEMBER 2017

Read: Action Sheet of the Active & Healthy Communities Committee Meeting held on Monday 18 December 2017. **(Copy circulated)**

AHC/181/2017 – Photovoltaic Installation at new Down Leisure Centre

Councillor Enright highlighted that it had been agreed to review the use of solar water as would get more money from the solar photovoltaics

Mr Lipsett advised that this matter was being worked on at present and a report would come to committee on the issue.

Agreed: It was agreed to note the action sheet.

PRESENTATIONS**AHC/004/2018: PRESENTATION ON THE COMMUNITY CENTRE EFFECTIVENESS REVIEW BY COUNTY DOWN RURAL COMMUNITY NETWORK (CDRCN)**

The Chairperson welcomed Mr Nicholas McCrickard and Ms Briege Jennings to the meeting and invited them to make their presentation.

Ms Jennings highlighted the background and purpose to the report stating the overall objectives were to initiate investigation into current community centre provision, engage in discussions around key local issues and implement District wide plan to ensure equitable community centre support provision. (copy of presentation appended to these minutes)

The Chairperson thanked the delegation for their presentation and invited questions from Members.

Members asked the following questions and raised issues:

- A definition of what constitutes a community centre needed to be provided.
- Was there a cut-off point for demarcation for example, would Saintfield Community Centre be able to bid for an SLA?
- Community hubs may be better placed to attract funding.
- Volunteers in community centres need to be listened to and when requesting assistance this needs to be forthcoming.

Ms Jennings and Mr McCrickard responded to the issues as follows:

- There may need to be more work carried out perhaps village by village with a panel to nail down what a community centre was and then perhaps an open call could be held.
- The Saintfield Community Centre would not be eligible for an SLA at present however there was a lot more work to be done with groups to get prepared.
- There were a wide variety of other funding streams available to groups and a range of activities and community benefit was required to be proven in order to get an SLA in place.
- Community hub was the current terminology being used and the best examples were those that can generate income.

The Chairperson thanked the delegation for their presentation.

COMMUNITY ENGAGEMENT

AHC/005/2018: COMMUNITY CENTRE EFFECTIVENESS REVIEW

Read: Report from Ms J McCann, Head of Community Services, Facilities and Events, dated 22 January 2018, regarding Community Centre Effectiveness Review (copy circulated)

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Byrne to approve the recommendations of the Peace IV Partnership as follows:**

- **Approve recommendations contained within Newry, Mourne & Down District Council, Audit of Community Centre Effectiveness**
- **Approve increased Service Level Agreement for County Down Rural Community Network to assist in the role out of Review Recommendations (particularly those in rural DEAs) and work with local groups to access funding (e.g. Rural Development Programme) which will support the development of community centre provision across the District.**

AHC/006/2018: FINANCIAL ASSISTANCE UPDATE

Read: Report from Mrs J McCabe, Programmes Unit dated 22 January 2018, regarding Financial Assistance Update (copy circulated).

Councillor Loughran stated that the timescale for the funding was approximately 8 weeks away and queried whether those groups who had successfully submitted longer programmes would have scope to amend or adjust these as necessary.

Mrs Hillen advised this was additional SportsNI funding and she would question whether there was any leeway to amend the deadline.

- Agreed:** It was agreed on the proposal of Councillor Loughran, seconded by Councillor Andrews to:
- Include insurance as eligible cost if it relates to the project activity applied for.
 - Issue Letters of Offer to groups that are currently on the Sports Active NI waiting list with a 10-day deadline to return signed acceptance forms (if additional funding becomes available)

AHC/007/2018: SOCIAL INVESTMENT FUND - UPDATE

Read: Report from Mrs J McCabe, Programmes Unit dated 22 January 2018, regarding Social Investment Fund Update (copy circulated).

Mr Lipsett advised that due to the issues at Stormont, there was no way for Councils to be certain that all funding contained within the circulated report would be forthcoming in the next year. These budgets were not certain and would not be for some time.

Councillor Burns asked that contact be made with members of Castlewellan Community Centre as they had reported a faulty light to officers and had yet to receive any response.

Mrs Hillen advised she had raised this as an issue prior to Christmas and had asked officers to make immediate contact with the group with a recommendation that bi-weekly meetings be established.

- Agreed:** It was agreed on the proposal of Councillor Burns, seconded by Councillor Doran to:
- note the risks that the funding obtained from Department of Communities, The Executive Office and the Ulster Wildlife Trust would not be carried through to the next financial year 18/19 and that estimated construction costs for 3G pitches continue to increase and represent a significant risk to the Downpatrick Football Club, Ballyhornan Family Centre and Kilcooley Community Forum projects.
 - Agree the revised allocation of funding as £95k to Downpatrick and £125k to Ballyhornan.

AHC/008/2018: DEA FORA UPDATE REPORT

Read: Report from Mr D Brannigan, Head of Engagement, dated 22 January 2018 regarding DEA Fora Update (copy circulated).

- Agreed:** It was agreed on the proposal of Councillor Burns, seconded by Councillor Andrews, to note the DEA Fora Update report and agree the following action sheets from the DEA Forum Private Meetings:

- **Slieve Croob DEA Forum Private Meeting held on 13 November 2017;**
- **Mournes DEA Forum Private Meeting held on 13 December 2017;**
- **Rowallane DEA Forum Private Meeting held on 14 December 2017;**
- **Slieve Croob DEA Forum Private Meeting held on 19 December 2017.**

AHC/009/2018: COMMUNITY TRAIL HUBS WITHIN SLIEVE CROOB DEA

Read: Report from Ms J Hillen, Assistant Director of Community Engagement, dated 22 January 2018, regarding Community Trail Hubs within Slieve Croob DEA (copy circulated).

Mr Lipsett advised the aim was to have trail designs completed and project costs identified at the 7 sites within Slieve Croob DEA by the end of March 2018 to ensure that should capital become available these would be 'shovel ready' projects.

Members asked whether the money was available for these trails at present.

Mr Lipsett advised there was currently a small amount set aside in the capital programme, however, departments were having to find savings therefore he couldn't confirm it that money would still be there at the end of the financial year. Mr Lipsett stated the Committee could look for in-year savings in the new financial year and bring reports back on that basis to progress trails in other DEAs.

Agreed: **It was agreed on the proposal of Councillor McMurray, seconded by Councillor Burns to approve to proceed with designing 14km of Community Trails in Slieve Croob at a cost of £15,400, subject to identifying savings within current budgets.**

AHC/010/2018: LEASE OF LAND FOR COMMUNITY CENTRE AT MULLAGHBAWN, BARNMEEN AND LISNACREE

Read: Report from Ms B Magill, Administration Officer and Ms J McCann, Head of Community Services, Facilities and Events, dated 22 January 2018 regarding Lease of Land for Community Centre at Mullaghbawn, Barnmeen and Lisnacree (copy circulated).

Agreed: **It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Loughran to approve Officers to initiate discussions to progress the development of new lease agreements for community centres located at Mullaghbawn, Barnmeen and Lisnacree – subject to completion of legal agreements, acceptable to all parties.**

AHC/011/2018: COMMUNITY CENTRES OPENING HOURS

Read: Report from Ms J McCann, Head of Community Services, Facilities and Events, dated 22 January 2018 regarding Options for Extended Opening Times within Community Centres (copy circulated).

Agreed: **It was agreed on the proposal of Councillor Andrews, seconded by Councillor Byrne to:**

- continue to operate current weekend opening times at all seven 100% run community centres;
- continue to monitor staff and customer feedback at all seven centres to facilitate any future reviews;
- include an additional figure of £22,000 into the 18/19 rates estimates to facilitate the additional opening hours Mon-Fri in Crossmaglen, Bessbrook and Cloughreagh CC.

AHC/012/2018: FUNDING FROM DEPARTMENT FOR COMMUNITIES (DfC) FOR WELFARE REFORM SUPPORT PROJECT

Read: Report from Mr D Brannigan, Head of Engagement, dated 22 January 2018, regarding Funding from Department for Communities (DfC) for Welfare Reform Support Project (copy circulated).

Agreed: **It was agreed on the proposal of Councillor Andrews, seconded by Councillor Byrne to approve the awarding of DfC funding of £51,122.39 to Citizens Advice Newry, Mourne and Down.**

LEISURE AND SPORTS**AHC/013/2018: PRESENTATION BY RYAN FLYNN, MCMILLAN MOVE MORE COORDINATOR**

The Chairperson welcomed Mr Ryan Flynn to the meeting and invited him to make his presentation.

Mr Flynn advised there were currently 5,144 people living with cancer in the Newry, Mourne and Down area and the Move More campaign's aim was to engage with, encourage and support 500 citizens from the District who are living with cancer from 2018-2021. (copy of presentation appended to these minutes).

The Chairperson thanked Mr Flynn for his presentation stating the figures were frightening in the District and he hoped the scheme was successful.

AHC/014/2018: KILKEEL LEISURE CENTRE CAPITAL WORKS

Read: Report from Mr K Gordon, Head of Indoor Leisure, dated 22 January 2018, regarding Kilkeel Leisure Centre Internal Refurbishment Scheme (copy circulated).

Agreed: **It was agreed on the proposal of Councillor Doran, seconded by Councillor Fitzpatrick to approve the development and implementation of a scheme to enhance Kilkeel Leisure Centre reception and dry side changing areas.**

AHC/015/2018: PHYSICAL ACTIVITY BEST PRACTICE CONFERENCE

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 22 January 2018, regarding Physical Activity Best Practice Conference (copy circulated).

Agreed: **It was agreed on the proposal of Councillor Andrews, seconded by Councillor Doran to support and participate within the Southern Area Physical Activity Best Practice Conference on 14th March 2018.**

AHC/016/2018: NEWRY SPORTS CENTRE ASSET DISPOSAL TO SANDSA MEMBERS

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 22 January 2018, regarding Newry Sports Centre Asset Disposal to SANDSA Members (copy circulated).

Members queried whether the assets would be available on a first come-first served basis or would they have to apply for the equipment, and whether the same would be applied when Down Leisure Centre closes.

Mr Moore advised the assets would be free for collection and due to the timescale for the Newry centre, this would be on a first come-first served basis but there was time to look at a process for when the Down Leisure Centre closes.

Agreed: **It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Andrews to approve the disposal of surplus loose small assets from the now closed Newry Sports Centre to SANDSA club members.**

AHC/017/2018: MARY PETERS FUND

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 22 January 2018 regarding Mary Peters Trust, Financial Support (copy circulated).

Agreed: **It was agreed on the proposal of Councillor Loughran, seconded by Councillor McMurray to agree to provide a donation similar to 2017/18 to the Mary Peters Trust to the**

value of £1000, however, the Council would be the main conduit for similar types of funding in future.

AHC/018/2018: MAYOBRIDGE NEW PLAY PARK

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 22 January 2018 regarding Mayobridge New Play Park (copy circulated).

Agreed: **It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Loughran to approve the findings and recommendations for the delivery of a new play park within Mayobridge as set out in stage 1 and 2 of the consultation.**
It was also agreed that Council approve the lease agreement between the community association and council for the site at Mayobridge at a peppercorn rate as agreed previously.

AHC/019/2018: RDP APPLICATION FOR THE PLAY PARK UPGRADES

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 22 January 2018 regarding Rural Development Programme Funding for Play Strategy (copy circulated).

Agreed: **It was agreed on the proposal of Councillor Doran, seconded by Councillor Burns to support an application to RDP for the upgrade to play parks identified within the Council's Play Strategy 2017-2022.**

AHC/020/2018: REALIGNMENT OF PLAY STRATEGY – FIXED PLAY RECOMMENDATIONS – YEAR 1-5

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 22 January 2018 regarding Realignment of Priority Recommendations for the Play Strategy 2017-2022 (copy circulated).

Councillor Enright asked whether Killough's consultation could be done well in advance of its proposed works in year 3.

Mr Moore advised any works undertaken would be subject to consultation, and although there was a slight delay at present, once resources were in place the process would be caught up and consultation would be done in advance.

Councillor Enright asked whether Kilclief playpark could be installed at the same time as the community gym for which a grant had been applied.

Mr Moore advised Kilclief was currently in year 5 of the strategy however consultation could be undertaken to investigate whether it could be completed in conjunction with the community gym.

Councillor Brown asked whether the playpark at Barnmaghera Villas in Darragh Cross could be re-prioritised given that land had been offered for the facility.

Mr Moore advised the recommendation at present was to maintain the current position however officers would work with the community group.

Agreed: It was agreed on the proposal of Councillor Kimmins, seconded by Councillor Burns to approve the realigned priority listing for fixed play of the 5 year Play Strategy 2017.

HEALTH AND WELLBEING

AHC/021/2018: CONSULTATION ON AFFORDABLE WARMTH SCHEME

Read: Report from Ms S Trainor, Senior Environmental Health Officer, dated 22 January 2018, regarding Affordable Warmth Scheme Public Consultation – Changes to the Affordable Warmth Scheme – November 2017 (copy circulated).

Agreed: It was agreed on the proposal of Councillor Andrews, seconded by Councillor Loughran to submit the consultation response on behalf of Council.

AHC/022/2018: CONSULTATION ON SPORTS GROUNDS

Read: Report from Ms S Trainor, Senior Environmental Health Officer, dated 22 January 2018, regarding Safety at Sports Grounds Guidance in Northern Ireland (copy circulated).

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor Andrews to submit the consultation response on behalf of Council.

FOR NOTING

AHC/023/2018: SCHEME OF DELEGATION REPORT

Read: Report from Mr M Lipsett, Director of Active & Healthy Communities, dated 22 January 2018, regarding Scheme of Delegation Report (copy circulated).

Noted: The Scheme of Delegation Report was noted.

FOR NOTING – LEISURE & SPORTS

AHC/024/2018: KILKEEL LEISURE CENTRE CLOSURE

Read: Report from Mr K Gordon, Head of Indoor Leisure, dated 22 January 2018, regarding Kilkeel Leisure Centre Closure (copy circulated).

Noted: **The report on the closure of Kilkeel Leisure Centre was noted.**

AHC/025/2018: PLAY TENDER APPOINTMENT

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 22 January 2018, regarding Play Strategy 2017-2022 Contractor Appointment (copy circulated).

Noted: **The report on the Play Strategy 2017-2022 Contractor Appointment was noted.**

AHC/026/2018: LAUNCH OF THE MACMILLAN MOVE MORE PROGRAMME

Read: Report from Mr R Flynn, Move More Coordinator, dated 22 January 2018, regarding Launch of the Macmillan Move More Programme (copy circulated).

Noted: **The report on the Macmillan Move More Programme was noted.**

FOR NOTING – HEALTH & WELLBEING**AHC/027/2018: CALORIEWISE INITIATIVE WITH FOOD BUSINESSES**

Read: Report from Ms S Murphy, Head of Environmental Health - Commercial, dated 22 January 2018, regarding Calorie Wise Award Scheme (copy circulated).

Noted: **The report on the Calorie Wise Award Scheme was noted.**

AHC/028/2018: RATES PROCESS

Mr Lipsett advised there had been a number of reports approved which sought additional funding out of the rates process, and as the Council was endeavouring to keep the rate as low as possible, it was his intention to take additional items forward and suggest in-year savings be used next year rather than put additional burden on the rates. He stated he would list them separately going into the rates process.

Agreed: **It was agreed on the proposal of Councillor Enright, seconded by Councillor Burns to take additional items forward and suggest in-year savings be used next year and they would be listed separately going into the rates process.**

There being no further business the meeting ended at 7.25pm.

For consideration at Meeting of Newry, Mourne and Down District Council to be held on Monday 5 February 2017.

Signed: Councillor W Walker
 Chairperson

Signed: Mr M Lipsett
 Director of Active and Healthy Communities

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

RTS/M

Minutes of the Regulatory and Technical Services Committee Meeting held on Wednesday 24 January 2018 at 6.00 pm in the Boardroom, District Council Offices, Monaghan Row, Newry**Chairperson:** Councillor J Trainor

Members: Councillor T Andrews Councillor S Burns
 Councillor W Clarke Councillor G Craig
 Councillor D Curran Councillor G Fitzpatrick
 Councillor V Harte Councillor L Kimmins
 Councillor J Macauley Councillor M Ruane
 Councillor D Taylor Councillor G Stokes
 Councillor J Tinnelly

Non Committee Members: Councillor Larkin

Officials in Attendance: Mr A Wilkinson, Interim Director Regulatory & Technical Services
 Mr L Dinsmore, Head of Waste Processing, Enforcement and Business Support
 Mr C Jackson, Assistant Director of Building Control and Regulations
 Mr A McKay, Chief Planning Officer
 Mr K Scullion, Assistant Director Facilities Management and Maintenance
 Ms C McAteer, Democratic Services Officer

RTS/001/2018: APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillor Casey.

RTS/002/2018: DECLARATIONS OF "CONFLICTS OF INTEREST"

It was noted there were no declarations of interest.

RTS/003/2018: ACTION SHEET OF THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING HELD ON TUESDAY 19 DECEMBER 2017**Read:** Action Sheet of the Regulatory and Technical Services Committee Meeting held on Tuesday 19 December 2017. *(Circulated)*.**Agreed:** **It was unanimously agreed to note the Action Sheet.**

FOR CONSIDERATION AND/OR DECISION - PLANNING**RTS/004/2018: DECEMBER 2017 - PLANNING COMMITTEE PERFORMANCE REPORT**

Read: Report on Planning Committee Performance for December 2017 *(Circulated)*.

Agreed: **It was unanimously agreed to note the above report.**

RTS/005/2018: UPDATE ON IMPROVING PLANNING APPLICATION PROCESSING TIMES

Read: Report dated 24 January 2018 from Mr A McKay outlining the overall performance of the Council's Planning Department, reporting on progress towards meeting statutory targets in relation to development management and enforcement and reporting on measures to achieve statutory targets. *(Circulated)*.

Mr McKay advised an update on the overall performance of the Planning Department would be tabled on a monthly basis at this Committee Meeting.

Councillor Ruane said it was essential that when the Council went into a new term in 2019 that the overall performance of the Council's Planning Department would be at an acceptable level, and in particular the processing of applications which had been in the system for a long period of time. He said if it was necessary a further period of overtime to progress applications to decision should be considered.

Mr McKay said that there had been a significant reduction in the number of older applications in the system.

Agreed: **It was unanimously agreed to note the above report.**

RTS/006/2018: RECORD OF MEETINGS BETWEEN PLANNING OFFICERS AND PUBLIC REPRESENTATIVES 2017-2018

Read: Report of meetings between Planning Officers and Public Representatives. *(Circulated)*.

Agreed: **It was unanimously agreed to note the above report.**

RTS/007/2018: CURRENT APPEALS – DECEMBER 2017

Read: Report of current appeals in December 2017 *(Circulated)*.

Agreed: **It was unanimously agreed to note the above report.**

Councillor Clarke welcomed the publication of the recent report on current Appeals and said the decisions taken by the Council's Planning Officers had been backed up by the PAC.

FOR CONSIDERATION AND/OR DECISION
– FACILITIES MANAGEMENT & MAINTENANCE

RTS/008/2018: BUS SHELTER AT CLOUGHREAGH PARK, BESSBROOK

Read: Report dated 24 January 2018 from Mr K Scullion regarding the proposed bus shelter at Cloughreagh Park, Bessbrook and the outcome of a Slieve Gullion DEA Councillors meeting held on Monday 15 January 2018. **(Circulated)**. The report recommended:-

- The bus shelter be retained in its current location and be completed with the installation of the back panels to the shelter.
- Local residents living in close proximity to the shelter are written to advising of Council's intention and providing an agreed contact within the Council with whom they can report any concerns which may arise for recording and action.
- An agreement is reached with Translink where they provide information (sample surveys) on the number of customers who seek shelter in the structure so that the Council can be assured that the structure was providing a valuable service to local residents.
- On a three monthly basis for the first 12 months (or further if agreed) following completion of the structure a report be provided to the RTS Committee confirming usage data and reports of any concern raised and action taken so that it may consider future retention of the structure at this location.

Councillor Ruane proposed and Councillor Clarke seconded that the above recommendations be accepted on the basis that there was no evidence of anti-social behaviour at this location and there was an onus on the Council as a Public Body to provide good quality infrastructure and access to shelters for its citizens. Within the recommendations there were safeguards which would give comfort to those who were objecting to the proposed bus shelter.

The proposal was put to a vote by a show of hands and voting was as follows:-

FOR:	6
AGAINST:	7
ABSTENTIONS:	1

The proposal was declared lost.

Councillor Stokes proposed and Councillor Taylor seconded that the officer recommendations should not be progressed and that an alternative location be identified for the bus shelter at Cloughreagh Park, Bessbrook.

Councillor Taylor advised he was seconding this proposal on the basis that there were medical issues affecting those who were objecting to the current location of the bus shelter and it was not just about issues of anti-social behaviour.

The proposal was put to a vote by a show of hands and voting was as follows:-

FOR:	7
AGAINST:	5
ABSTENTIONS:	2

The proposal was declared carried.

Agreed: **On the proposal of Councillor Stokes, seconded by Councillor Taylor, it was agreed not to accept the Officer recommendations as outlined in the report dated 24th January 2018 but that an alternative location be identified for the bus shelter at Cloughreagh Park, Bessbrook.**

Councillor Burns said if there was a bus shelter or any other Council facility which was being used for anti-social behaviour would a Councillor be entitled to ask that it be removed, if the above recommendation was approved by Council.

Mr Scullion said legal advice would need to be sought and Mr Wilkinson advised that recommendations being considered by the Council would have to be considered and a decision made on the basis of any evidence gathered.

RTS/009/2018: UPDATE ON REQUESTS FOR BUS SHELTERS

Read: Report dated 24 January 2018 from Mr K Scullion providing an update on requests for bus shelters. ***(Circulated)***. The report recommended approval of the recommendations as detailed in Appendix 1 outlined below:-

Appendix 1 – Summary of response for bus shelters considered by Translink and recommendation

Location	Response from Translink	Officer Recommendation
Glassdrumman Road, Annalong – new bus shelter x 2	Translink confirm that this request meets their catchment area accessibility criteria and will progress to next stage of process incorporating a site survey	Await outcome of full Translink assessment
Killough Road, Coney Island	Translink confirm that this request meets their catchment area accessibility criteria and will progress to next stage of process incorporating a site survey	Await outcome of full Translink assessment
Hilltown Road (Opp Spelga Park) Hilltown	Translink confirm that this request meets their catchment area accessibility criteria and will progress to next stage of process incorporating a site survey	Await outcome of full Translink assessment
Bryansford Road, Newcastle	Translink confirm that this request meets their catchment area accessibility criteria and will progress to next stage of process incorporating a site survey	Await outcome of full Translink assessment

Main Street, Hilltown	Translink confirm that this request meets their catchment area accessibility criteria and will progress to next stage of process incorporating a site survey	Await outcome of full Translink assessment
Belfast Road, Newry close to Park n Share car park at Sheepbridge. Bus shelter on side of road carrying passengers to Belfast	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Belfast Road, Newry close to Park n Share car park at Sheepbridge. Bus shelter on side of road carrying passengers to Newry	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Junction of Gosford Road and Drummond Road, Newry	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Killard Road/Killard Avenue, Ballyhornan	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Main Street, Ballyhornan	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Longstone Road, Ballymartin	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Killough Road, Ardglass	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Killard Road/Rock Road Junction, Ballyhornan	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy

Upper Strangford Road (St Michaels Park) Ardglass	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Junction at Carnary Road, Mayobridge	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Ballyculter Crossroad, Castle Ward, Strangford	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
Newry Road, Forkhill	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy
McGough's Silverbridge Road, Mullaghbawn	Translink indicate that this request has not fulfilled Translink's current or projected usage criteria and will not progress to the next stage	Consider request under Council Policy

Agreed: **On the proposal of Councillor Tinnelly, seconded by Councillor Clarke, it was agreed to approve the above report and recommendations.**

Agreed: **At the request of Councillor Andrews it was agreed Officers investigate replacing the current bus shelter on the Downpatrick Road, Killyleagh with a new modern perspex type to deter anti-social behaviour. Noted Mr Scullion advised that there was a need to provide evidence of anti-social behaviour and residents should advise the PSNI of any incidents.**

In response to comments from Councillors Fitzpatrick and Councillor Tinnelly regarding the need for a bus shelter at Sheepbridge, where it was estimated that over 500 people used this service daily, Mr Scullion said Translink had their own policy on bus shelter requests and it seemed that the majority of passengers were using the services of a private operator at this location and not Translink. He advised that this location would now be considered under Council policy.

FOR CONSIDERATION AND/OR DECISION – WASTE MANAGEMENT**RTS/010/2018: DEVELOPMENT AND IMPLEMENTATION OF 'THE NEIGHBOURHOOD SERVICES PROPOSAL'**

Read: Report dated 24 January 2018 from Mr L Dinsmore outlining The Neighbourhood Service Proposal that would see services such as refuse collection, street cleansing, public conveniences, grass cutting graffiti, and fly post removal, dog fouling, cleansing of Newry Canal, enforcement and arrangement for assisted collections all joined up, contactable through one telephone number, one web-page, one service, via the 'Neighbourhood Service' brand with a target to achieve full implementation by 1 September 2018. *(Circulated)*.

The report recommended that:-

- That the Council adopt the principles of the Neighbourhood Services Proposal, with all Directorates to participate and sign up to the principles to be developed, once agreed.
- The Anti-Litter Working Group to be renamed The Neighbourhood Services Working Group, with meetings to be held at sufficient frequency to ensure the delivery of the project within timeframe.

Members welcomed the launch of this new proposal which they said would provide for positive engagement with the public.

Agreed: **On the proposal of Councillor Clarke, seconded by Councillor Stokes, it was agreed to approve the above report and recommendations and also that the Anti-Litter and Dog Fouling Strategies be launched as soon as possible.**

Councillor Stokes said he had been asked by Councillor Murnin to raise the issue of the condition of grass verges at the entrances to towns. He noted it was a responsibility of Roads Service but asked if the Council could ensure the maintenance of these verges was being carried out.

Agreed: **It was unanimously agreed that this matter be added to the Agenda for the next meeting of the Community Planning Partnership.**

FOR NOTING**RTS/011/2018: ARC 21 JOINT COMMITTEE MINUTES – 26 OCTOBER 2017**

Read: Minutes of ARC 21 Joint Committee Meeting held on Thursday 26 October 2017. *(Circulated)*.

Agreed: **It was agreed to note the above Minutes.**

RTS/012/2018: HISTORIC ACTION SHEET

Read: Historic Action Sheet (*Circulated*).

Agreed: It was agreed to note the Historic Action Sheet.

Agreed: Councillor Harte referred to Minute RTS/124/2015 – Bus Shelter requests – where it had been agreed that the bus shelter on the Old Warrenpoint Road, Newry be moved as it as being used for anti-social behaviour.

Councillor Harte requested that this be actioned as soon as possible.

There being no further business the meeting ended at 7.00 pm.

For adoption at the Council Meeting to be held on Monday 5 February 2018

Signed: Councillor John Trainor
Chairperson of Regulatory & Technical Services Committee

Signed: Mr A Wilkinson
Interim Director Regulatory & Technical Services

NEWRY MOURNE AND DOWN DISTRICT COUNCIL

**Minutes of Audit Committee Meeting held on Thursday 11 January 2018 at 2.00pm
in the Mourne Room, Downshire Estate, Downpatrick**

Chairperson: Mr J Campbell, Independent Chairperson

In Attendance: **(Committee Members)**

Councillor L Devlin
Councillor G Hanna
Councillor T Hearty
Councillor M Murnin
Councillor M Ruane
Councillor J Tinnelly

Officials in Attendance:

Mr L Hannaway	Chief Executive
Ms D Carville	Director Corporate Services
Mr A Wilkinson	Director of Regulatory & Technical Services (Interim)
Mr K Montgomery	Assistant Director, Corporate Services (Finance)
Mr G Byrne	Audit Services Manager
Mr J McBride	Assistant Director, Community Planning & Performance
Ms C Taylor	Democratic Services Officer

Also in Attendance:

Ms C Hagan	ASM (Internal Auditors)
Ms C Kane	Northern Ireland Audit Office

AC/01/2018 : APOLOGIES AND CHAIRPERSON'S REMARKS

The following apologies were received:

Councillors Brown and Casey.

AC/02/2018: DECLARATIONS OF INTEREST

Mr Campbell declared interests in the following items:

Item 5 – Annual Review of Chairperson's Performance.

Mr Campbell advised this was an item for noting and unless Members required a discussion, he intended to stay at the meeting for this item.

Item 18 – Internal Audit Summary Report.

Mr Campbell advised he was a member of the Audit Committee of SEUPB, but given the context of the role of SEUPB in this report, unless Members wished, he would not leave the meeting for this item.

**AC/03/2018: ACTION SHEET
MINUTES AUDIT COMMITTEE MEETING
THURSDAY 26 SEPTEMBER 2017**

Read: Action Sheet arising out of Minutes of Audit Committee Meeting held on 26 September 2017. **(Copy circulated)**

AGREED: On the proposal of Councillor Ruane, seconded by Councillor Devlin, it was agreed to note the Action Sheet arising from the Minutes of the Audit Committee Meeting held on 26 September 2017 and remove the actions marked for removal.

CHAIRPERSON OF AUDIT COMMITTEE

AC/04/2018 AUDIT COMMITTEE SELF-ASSESSMENT

Read: Report from Mr J Campbell, Independent Chair of Audit Committee, dated 11 January 2018, regarding Audit Self-Assessment 2017/18 (copy circulated).

Mr Campbell advised that a small number of improvements had been recommended:

1. A bespoke in house training course covering the main functions of the Audit Committee which would take place after the AGM.
2. Parties give consideration to appointing Members for a term greater than one year where possible for continuity, which was important to the Audit Committee.

Mr Campbell thanked officers for their efforts in ensuring reports were issued on time.

AGREED: It was agreed on the proposal of Councillor Ruane, seconded by Councillor Hearty, to approve the Audit Committee Self-Assessment 2017/18.

AC/05/2018 ANNUAL REVIEW OF CHAIRPERSON'S PERFORMANCE

Read: Report from Mr L Hannaway, Chief Executive, dated 11 January 2018, regarding the Assessment of the Chairperson's Performance (copy circulated)

AGREED: It was unanimously agreed to note the Assessment of the Chairperson's Performance.

CORPORATE (OPEN SESSION)

AC/06/2018 CORPORATE RISK REGISTER

Read: Report from Mrs D Carville, Director of Corporate Services, dated 11 January 2018, regarding Corporate Risk Register (copy circulated).

Mrs Carville advised a Risk Management Workshop had been undertaken by the SMT and following this review, a number of changes had been made to reflect the changing risk environment.

Councillor Murnin welcomed the progress made on Corporate Risk 13 meaning that it can now be de-escalated.

In response to Councillor Devlin questions, Mrs Carville advised that the SMT was currently reviewing the Terms and Conditions of staff with a view to determining and agreeing a simple set of Terms and Conditions for the organisation starting with work in the RTS directorate, which would be progressed over the next year. She added that the process involved engagement with the workforce and the joint trade unions and it was difficult to give a date by which the work would be completed.

AGREED: It was agreed on the proposal of Councillor Hearty, seconded by Councillor Murnin, to approve the Corporate Risk Register.

AC/07/2018 FRAUD & WHISTLEBLOWING

Read: Report from Mr G Byrne, Audit Services Manager, dated 11 January 2018, regarding Fraud and Whistleblowing (copy circulated).

In response to a question from Councillor Murnin, Mrs Carville explained that all whistleblowing allegations were reported to Members through the Audit Committee and were investigated in line with Council policy where evidence was sought to substantiate any allegations made.

Mr Campbell welcomed the Governance Awareness training which had been rolled out and in response to his query, Mr Byrne advised approximately 585 staff had undergone the training.

AGREED: It was unanimously agreed to note the Fraud and Whistleblowing report.

AC/08/2018 DIRECT AWARD CONTRACT (DAC) REGISTER

Read: Report from Mr K Montgomery, Assistant Director of Finance, dated 11 January 2018, regarding Direct Award Contract (DAC) Register (copy circulated).

In response to questions relating to Direct Award Contracts from Councillors Devlin, Murnin and Mr Campbell, Mrs Carville advised of the following:

- Theatre Conference Facility Study (item 33) – a study had been carried out looking into the market requirements for a theatre/conference facility in Newry in the context

of consideration of the new Newry Civic Centre project. The scoping study had taken into account existing facilities and would be taken back through the Strategic Projects Working Group.

- Item 33 and 35 – these items were included for completeness and transparency given there had only been one respondent, although competition had been attempted.
- Items 39, 41 and 42 – a piece of work was to be undertaken regarding training staff to ensure all were clear as to the circumstances in which single tender awards were appropriate.
- A recommendation from the NIAO was being held around a more wholesome contracts register and this was being actively worked on.
- Item 36 – This had originally been awarded via competitive tender, but the supplier had supplied the wrong tablets, which then went up in price, but Council's order was honoured at the agreed price and another purchase order was raised by way of a single tender award.
- It was clarified that when a cost was under £30k, a restricted process could be undertaken whereby 4 companies would be invited to tender, although all companies registered in the category on e-hub could apply.

In response to a further query from Councillor Murnin on item 33, Mr Hannaway advised that a business case was being put together regarding the market requirements in Newry for a theatre/conference facility, and an all-Ireland scoping study was required to find out how much space was required, with a report coming back to the Strategic Project Working Group.

AGREED: **It was unanimously agreed to note the Direct Award Contract Register report.**

AC/09/2018 **UPDATE ON AUDIT RECOMMENDATIONS**

Read: Report from Mr G Byrne, Audit Services Manager, dated 11 January 2018, regarding Update on Audit Recommendations (copy circulated).

AGREED: **It was unanimously agreed to note the update on Audit Recommendations report.**

AC/10/2018 **UPDATE ON PROCUREMENT**

Read: Report from Mr K Montgomery, Assistant Director of Finance, dated 11 January 2018, regarding Update on Procurement (copy circulated).

Mr Campbell welcomed the update on procurement, saying he was pleased to see the progress made by the working group and was pleased the revised procurement policy had been approved, which was simplified and more user friendly.

In response to a query from Mr Campbell on the procurement cycle process map, Mr Byrne advised a project team would only be established if required.

AGREED: It was unanimously agreed to note the update on Procurement.

AC/11/2018 **PROMPT PAYMENT STATISTICS**

Read: Report from Mr K Montgomery, Assistant Director of Finance, dated 11 January 2018, regarding Prompt Payment Statistics (copy circulated).

Mr Montgomery explained that the reason for the deterioration in the time it took to pay suppliers from 1 July 2017 – 30 September 2017, was due to staff annual leave, staff sickness and a staff member moving to another department and not being replaced.

In response to Councillor Devlin's concerns, Mr Montgomery advised there were no provisions made in 2018 rates estimates to cover annual leave, but it was hoped the same staff absences would not occur.

Mr Montgomery advised at the last Audit Committee meeting he had been asked to look into the statistics of invoices that had not been paid within 30 days and what length of time it had taken to pay them. He said the information was not available due to an upgrade which was required to the Sun system, but the average number of days to process an invoice in the same quarter last year was 21 days. In the March quarter it was 21 days, in the June quarter it was 20 days and 26 days in the September quarter.

Councillor Hearty expressed concerns relating to the number of days it took to process invoices, saying it was placing a strain on small businesses.

Mr Campbell asked for Members' concerns to be taken on board, adding officers should endeavour, where possible, to pay invoices from small suppliers within 10 days to improve the percentage paid statics for 10 days which are presently very low.

Mr Montgomery explained that with the new procurement policy in place and the training which would be rolled out to officers, the speed of invoice approvals should improve.

AGREED: It was unanimously agreed to note the Prompt Payment Statistics.

AC/12/2018 **MANAGING THE RISK OF BRIBERY AND CORRUPTION**

Read: Report from Mr G Byrne, Audit Services Manager, dated 11 January 2018, regarding Managing the Risk of Bribery and Corruption (copy circulated).

Mr Campbell welcomed the self-assessment checklist and was reassured Yes had been answered to most of the practices and identified an action plan to take them forward if required.

AGREED: It was unanimously agreed to note the Risk of Bribery and Corruption report.

AC/13/2018 **IMPROVEMENT AUDIT AND ASSESSMENT REPORT 2017/18**

Read: Report from Mr J McBride, Assistant Director: Community Planning and Performance, dated 11 January 2018, regarding Improvement Audit and Assessment Report 2017/18 (copy circulated).

Mr Campbell welcomed that Council had discharged its duties and welcomed the governance arrangements, saying the monitoring roles of the SPR Committee and Audit Committee would enable any concerns to be picked up.

Mrs Carville commented on External Audits reference to Improvement Audit activity not being included the Audit Committee terms of reference. She stated that when formulating the terms of reference and undertaking any reviews, best practice guides were consulted, with the current Audit committee Terms of Reference referring to the activity, performance and results of external audit. She added that it was important not to duplicate work across the committees, but to satisfy this Council's committee structure arrangements. She added she would consider this in further discussions with the NIAO.

In response to queries from Mr Campbell, Mr McBride advised a new council website had been launched at the end of 2017, which was a significant improvement and that performance objectives were taken to the SPR committee every 6 months.

AGREED: **It was unanimously agreed to note the Improvement Audit and Assessment Report 2017-18, including the proposals for improvement.**

AC/14/2018 **NIAO CHANGE LETTER**

Read: Correspondence received from the NIAO dated 20 December 2017, regarding NIAO Director Responsibilities (copy circulated)

Mrs Carville advised that Pamela McCreedy had been designated Local Government Auditor on 1 January 2018.

AGREED: **It was unanimously agreed to note the correspondence from the NIAO regarding NIAO Director Responsibilities.**

Mr Campbell suggested that the Audit Strategy 2017/18 and the Annual Audit Letter 2016/17 should be taken in open session.

AC/15/2018 **ANNUAL AUDIT LETTER 2016/17**

Read: Correspondence received from the NIAO dated 8 January 2018, regarding the Annual Audit Letter: Newry, Mourne & Down District Council 2016/17 (copy circulated)

AGREED: It was unanimously agreed to note the correspondence from the NIAO regarding the Annual Audit Letter: Newry, Mourne and Down District Council 2016/17.

AC/16/2018 **AUDIT STRATEGY 2017/18**

Read: Newry, Mourne & Down District Council 2017/18 Audit Strategy (copy circulated)

Mr Campbell advised that the next Audit Committee Meeting in April was fixed but the September meeting and other future dates would be set at the AGM in June.

AGREED: On the proposal of Councillor Hearty, seconded by Councillor Devlin, the Audit Strategy 2017/18 was agreed.

AUDIT SERVICE SECTION – ASM

The following items are deemed restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014

AGREED: On the proposal of Councillor Hearty, seconded by Councillor Devlin, it was agreed to exclude the public and press from the Meeting during discussion on the following matters which related to exempt information by virtue of Paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – information relating to the financial or business affairs of any particular person (including the Council holding that information).

AC/17/2018 **REPORT TO THOSE CHARGED WITH GOVERNANCE 2016-17**

Read: Correspondence received from the NIAO dated 8 January 2018, regarding NMDDC 2016-17 – Report to those charged with Governance.

AGREED: It was agreed to note the Report to those Charged with Governance 2016-17.

INTERNAL AUDIT

AC/18/2018 **INTERNAL AUDIT ASSET SUMMARY REPORT**

Read: NMDDC Summary Report to the Audit Committee, 10 January 2018 (copy circulated).

AGREED: On the proposal of Councillor Murnin, seconded by Councillor Ruane, it was agreed to split the procurement audit into two separate audits. The first Audit will review the new procurement policy and

associated templates and will be presented at the April committee. The second procurement audit will test the compliance with the new policy and procedures and will be presented at the September AC.

It was also agreed:

- That a status report on the Grants Database be brought back to Committee.
- That an update on the 2014 Condition Surveys is taken back to SMT for discussion and necessary action.
- That Councillor Hearty's comments regarding funding for the Rural Development Programme are relayed to the Chair of the Rural Development Committee.
- That the Planning Draft Report would be deferred to the Audit Committee in April, to be considered with management responses included.

AC/19/2018

BIG SCREEN LESSONS LEARNED REPORT

Read: Correspondence received from ASM dated 9 January 2018, regarding the Big Screen – Lessons Learned (copy circulated).

AGREED: On the proposal of Councillor Ruane, seconded by Councillor Hearty, it was agreed to note the correspondence from ASM regarding the Big Screen Lessons Learned and to remove the corresponding action from the Action Sheet.

AC/20/2018

MID YEAR PROGRESS REPORT- PERFORMANCE IMPROVEMENT PLAN 2017/18

Read: Report from Mr J McBride – Assistant Director: Community Planning and Performance, dated 11 January 2018, regarding Mid-Year Progress Report – Performance Improvement Plan 2017-18 (copy circulated).

AGREED: It was agreed to note the Mid-Year Progress Report – Performance Improvement Plan 2017/18.

AC/21/2018

OPERATOR LICENCE – VOSA AUDIT

Read: Report from Mr A Wilkinson, Interim Director of RTS, dated 11 January 2018, regarding Operator Licence, VOSA Audit (copy circulated).

AGREED: On the proposal of Councillor Ruane, seconded by Councillor Murnin, it was agreed to note VOSA Report and to refer monitoring of the action plan to the RTS Committee.

AGREED: On the proposal of Councillor Murnin, seconded by Councillor Ruane, it was agreed to come out of Closed Session.

The Meeting concluded at 4:05pm

For consideration at the Council Meeting to be held on 5 February 2017.

Signed: **Ms D Carville**
Director of Corporate Services

Signed: **Mr J Campbell**
Independent Chairperson



Department for

Infrastructure

An Roinn

Bonneagairwww.infrastructure-ni.gov.uk

From the Permanent Secretary
Peter May

Liam Hannaway
Chief Executive
Newry Mourne and Down District Council
O'Hagan House
Monaghan row
Newry BT358DJ

Room 701
Clarence Court
10-18 Adelaide Street
BELFAST
BT2 8GB
Telephone: (028) 9054 1175
Email: peter.may@infrastructure-ni.gov.uk

Your reference:
Our reference: COR/1477/2017
10 January 2018

Dear Liam

Thank you for your letter dated 13 December requesting a meeting to discuss the need for an Eastern Distributor Road in Downpatrick and the prioritisation of Infrastructure projects within your area. As your correspondence would normally be passed to the Minister, and given the Department does not currently have a Minister in post, I am replying to you on behalf of the Department.

I can confirm that the Department recently commissioned a report into the feasibility of an Eastern Distributor Road in Downpatrick. Having reviewed and discussed the findings of the report, officials have asked the consultants to produce a few more iterations of the traffic models in order to provide us with some additional information relating to the impact of possible future development of land.

I feel that both councillors and elected representatives will push for this information and it is better to have it available as part of discussions. The consultants have committed to have this work completed by late January 2018.

On that basis, I would therefore suggest that the best time for a meeting is the end of January or early February when our discussions are likely to be better informed.

I am aware that you have also requested the same meeting with Simon Richardson, Divisional Manager in Southern Division. Please accept this response on behalf of both Simon and myself.

I trust you find this reply helpful.

Your ever

Peter

PETER MAY



Your Ref
 Our Ref Democratic Services
 Date 8 January 2018
 Email democraticservices@fermanaghomagh.com



Fermanagh & Omagh
 District Council
 Comhairle Ceantair
 Fhear Manach agus na hÓmaí

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Brendan Hegarty
 Chief Executive

Mr Liam Hannaway
 Newry, Mourne and Down District Council
 O'Hagan House
 Monaghan Row
 Newry
 Co Down BT35 8DJ

Dear Liam

RE: Motion – Reinstatement of the Area of Natural Constraint Scheme

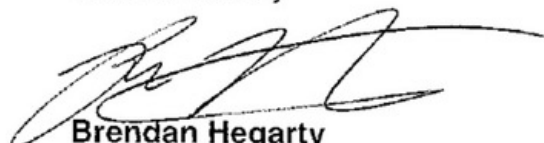
Firstly, on behalf of Fermanagh and Omagh District Council, I wish you a very happy new year.

At the Council meeting of Fermanagh and Omagh District Council held on 2 January 2018, Members requested that I re-issue correspondence sent from the Council dated 9 May 2017, relating to a Council Motion regarding the 'Reinstatement of the Area of Natural Constraint Scheme'. We are re-issuing this correspondence, a copy of which is attached, due to the significance of this issue and also because some Members have become aware that in some instances the intended recipients did not receive it.

If you did not receive the original letter, the Council would ask that you now give the Motion due consideration and support this Council in its quest to have the ANC Scheme reinstated to at least 2016 levels, as outlined in the detail of the Motion.

We look forward to receiving your response in due course.

Yours sincerely


Brendan Hegarty
 Chief Executive

Comhairle Ceantair an Iúir
 Mhúrn agus an Dúin
 Newry, Mourne and Down
 District Council



Date 10 JAN 2018

Chief Executive
 Liam Hannaway

Enc

Democratic Services

9 May 2017

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SENT TO: 10 Council Chief Executives

Dear

RE: Motion – Restatement of the Area of Natural Constraint Scheme

At a recent meeting of Fermanagh and Omagh District Council, the Council approved the following Motion:-

That this Council:

- (i) Notes that farming in the Fermanagh and Omagh Council area is the most important industry and source of income in rural areas;**
- (ii) Notes the very serious concern in the farming community at the cutting of the Area of Natural Constraint scheme;**
- (iii) Writes to all the Party-Political leaders, Farming Unions (UFU, NIAPA), NILGA and the Secretary of State James Brokenshire, requesting their support and commitment to reinstate the ANC scheme to at least 2016 levels; and**
- (iv) Invites the 10 other Councils to support this motion by also writing to all the Party leaders and the Farming Unions, as well as the Secretary of State James Brokenshire, requesting the reinstatement of the ANC scheme.**

The Council is calling for widespread support for its request to lobby the Department of Agriculture, Environment and Rural Affairs (DAERA) to abandon its current decision to reduce the Area of Natural Constraint (ANC) Scheme funding by 60% and then to withdraw it in 2018. The Council is calling for the ANC Scheme to be fully reinstated as it is vital to the survival of a significant number of farmers including those in the South West where much of the area is categorised as a Severely Disadvantaged Area (SDA).

As per point (iv) above, Fermanagh and Omagh District Council is asking that your Council will consider and support the Motion. For the purpose of writing to all the Political Party leaders, it was agreed by Members that this would relate to the 11 registered political parties in Northern Ireland and a schedule containing details of the parties is attached.

On behalf of Fermanagh and Omagh District Council, I thank you in anticipation of your Council's support.

Yours sincerely

Brendan Hegarty
Chief Executive

NATIONAL ASSOCIATION OF COUNCILLORS

Shared Services and Resources in the Community

The Park Inn Hotel, York 23rd-25th 2018

Delegate Booking Form

Name of Delegate.....

Organisation

Delegate's Email

Telephone Number.....

Authorising Signature.....Order No if reqd.....

Printed Name.....

Position.....Organisation.....

INVOICE, email address for invoice.....

To Register – Complete the delegate details above, and either:-Email a copy of this form to Cllr Brian Nelson
Generalsecretary@nationalassociationofcouncillors.org

or Post form to NAC Bookings, 16 Frederick St North, Meadowfield, Durham DH7 7NB

Delegate Fees: £350 plus VAT – Metropolitan, County, Unitary, Borough & District Councils

£295 plus VAT - Town, Parish and Community Councils

Accommodation is available for delegates at the Conference Hotel at the special NAC Conference Delegate rate of £60 plus VAT per night. The accommodation fee is payable by delegate on departure from the hotel unless otherwise indicated on the booking form.

Delegate Accommodation Friday & Saturdays nights YES / NO

Local Authority to be billed direct for accommodation YES / NO

Please note that double and family rooms are also available (prices available on request)