



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

March 2nd, 2018

**Notice Of Meeting**

You are requested to attend the Council meeting to be held on **Monday, 5th March 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 5 February 2018

[Council-05022018.pdf](#)

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### *Council Minutes For Adoption and Signing*

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## 4.0 Minutes of Council Meeting held on 5 February 2018

[Council\\_05-02-2018.pdf](#)

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## 5.0 Minutes of Special Council Meeting held on 29 January 2018

[Special Council - 29012018.pdf](#)

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### *Committee Minutes for Consideration and Adoption*

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## 6.0 Minutes of Enterprise, Regeneration and Tourism Committee Meeting held on 12 February 2018

[ERT Minutes 12 February 2018 CM.pdf](#)

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## 7.0 Minutes of Strategy, Policy and Resources Committee Meeting held on 15 February 2018

[SPR 15022018.pdf](#)

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### 7.1 SPR/025/2018 - Audio Recording of Planning Committee Meetings - Report attached, previously tabled at Strategy, Policy & Resources Committee Meeting held on Thursday 15 February 2018

[audio recording SPR feb 18.pdf](#)

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[audio recording protocol feb 18.pdf](#)

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### *Items Restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (NI) 2014*

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- (a) Correspondence received from Council's Legal Advisor

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### ***Committee Minutes for Consideration and Adoption***

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#### **8.0 Minutes of Active and Healthy Communities Committee Meeting held on 19 February 2018**

📄 *AHC-19022018.pdf*

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#### **9.0 Minutes of Regulatory and Technical Services Committee Meeting held on 21 February 2018**

📄 *RTS Minutes -21 February 2018 KS.pdf*

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### ***Correspondence and Conferences***

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#### **10.0 Correspondence received from Fermanagh & Omagh District Council - motion on gambling**

📄 *motion on gambling.pdf*

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### ***Notices of Motion***

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#### **11.0 Notice of Motion received from Councillor Brown**

'This Council supports making Newry, Mourne and Down a Dementia Friendly District and will develop an action plan for implementation of this policy. This may include encouraging business and transport providers to sign up to having a Dementia Champion and to take part in Dementia awareness training, and working to designate specific towns as 'dementia friendly'.

#### **12.0 Notice of Motion received from Councillor Sharvin**

"That this council fully supports the call on the Department of Health to develop and address the need for suicide prevention centres in Northern Ireland.

Northern Ireland has the highest suicide rate in the UK and in 2015 had the highest on record. This highlighting the need for suicide prevention centres that could provide a safe space for those in despair or distress.

Furthermore we write to the Permanent Secretary for the Department of Health, Richard Pengelly urging for a strategy that will support those with a mental health with the services they need."

#### **13.0 Notice of Motion received from Councillor Tinnelly**

The elected members of Newry, Mourne & Down District Council share the revulsion and abhorrence felt by the wider public following the shocking child abuse revelations involving deceased Priest Malachy

Finnegan and highlighted recently on the BBC Spotlight programme.

Furthermore, this Council condemns without hesitation those who were complicit in the cover up of the actions of this man, where protection of the church's reputation seemed to take precedence over the welfare of those children whose innocence was destroyed.

What is wrong in 2018 was no less wrong 30 plus years ago and any person who acquiesced in the cover up around these horrific events, indirectly contributed to the suffering that these men endured as children and is so doing lost all their moral authority many years ago.



# Invitees

Cllr Terry Andrews	<a href="mailto:terry.andrews@nmandd.org">terry.andrews@nmandd.org</a>
Cllr Naomi Bailie	<a href="mailto:naomi.bailie@nmandd.org">naomi.bailie@nmandd.org</a>
Cllr Patrick Brown	<a href="mailto:patrick.brown@nmandd.org">patrick.brown@nmandd.org</a>
Cllr Robert Burgess	<a href="mailto:robert.burgess@nmandd.org">robert.burgess@nmandd.org</a>
Lorraine Burns	<a href="mailto:lorraine.burns@nmandd.org">lorraine.burns@nmandd.org</a>
Cllr Pete Byrne	<a href="mailto:pete.byrne@nmandd.org">pete.byrne@nmandd.org</a>
Mr Gerard Byrne	<a href="mailto:gerard.byrne@nmandd.org">gerard.byrne@nmandd.org</a>
Cllr Michael Carr	<a href="mailto:michael.carr@nmandd.org">michael.carr@nmandd.org</a>
Mrs Dorinnia Carville	<a href="mailto:dorinnia.carville@nmandd.org">dorinnia.carville@nmandd.org</a>
Cllr charlie casey	<a href="mailto:charlie.casey@nmandd.org">charlie.casey@nmandd.org</a>
Cllr William Clarke	<a href="mailto:william.clarke@nmandd.org">william.clarke@nmandd.org</a>
Cllr Garth Craig	<a href="mailto:garth.craig@nmandd.org">garth.craig@nmandd.org</a>
Cllr Dermot Curran	<a href="mailto:dermot.curran@nmandd.org">dermot.curran@nmandd.org</a>
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Mr Patrick Green	<a href="mailto:patrick.green@nmandd.org">patrick.green@nmandd.org</a>
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Cllr Jarlath Tinnelly	<a href="mailto:jarlath.tinnelly@nmandd.org">jarlath.tinnelly@nmandd.org</a>
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Mrs Marie Ward	<a href="mailto:marie.ward@nmandd.org">marie.ward@nmandd.org</a>
Mr Adam Wilkinson	<a href="mailto:adam.wilkinson@nmandd.org">adam.wilkinson@nmandd.org</a>

**ACTION SHEET – COUNCIL MEETING – MONDAY 5 FEBRUARY 2018**

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Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
C/019/2018	Chairperson's Remarks	The Chairperson expressed her condolences to the family of Pat McElroy, a former Councillor and asked that a letter be sent.	S Kieran	Letter sent	Y
C/021/2018	Action Sheet from Council Meeting held on 8 January 2018	<p><b><u>C/005/2018 – Minutes of Special Council Meeting held on 27 November 2017:</u></b> It was agreed that 2 SF, 2 SDLP, 1 DUP, 1UUP, 1 smaller parties/independent, along with Councillor Reilly, make up the cross-party delegation to meet with Mr May regarding the Eastern Distributor road and issues regarding the District's roads.</p> <p><b><u>C/003/2018 – Action Sheet from Council Meeting held on 4 December 2017</u></b> It was agreed that all Members be notified of the next meeting with Rainbow Community</p>	M Lipsett	Meeting arranged – Friday 9 March 2pm Downshire Civic Centre	Y
C/022/2018	To Set a District Rate for the Financial Year 2018-19	<p>It was agreed to to approve the considerations of the Efficiencies Working Group in relation to the 2018-19 rate setting process, and:</p> <ol style="list-style-type: none"> <li>1. Approve the 4 year capital programme budget of £103,590,322 (detailed in appendix 2 of Report).</li> <li>2. Approve the Prudential Indicators and Minimum Revenue Provision (MRP) Statement 2018-19 as required by the CIPFA Prudential Code (detailed in appendix 3 of Report).</li> <li>3. Approve financing severance costs of £932,888 from reserves 2018-19.</li> <li>4. Approve the Treasury Management Strategy Statement 2018-19 (detailed in appendix 4 of Report).</li> <li>5. Have regard to the Chief Executive's statement as required by the Local Government Finance Act (NI) 2011 (detailed in section 2.1 of Report).</li> <li>6. Approve an increase in the District Rate for 2018-19 of 3.38% based on an estimated penny product of 2,305,909, meaning a non-domestic rate of 23.7668</li> </ol>	D Carville	Noted	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		pence and a domestic rate of 0.3817 pence (detailed in appendix 5 of the report). 7. Approve the 2018-19 estimates included in the Medium Term Financial Plan (appendix 5 of the report) and authorise the expenditure included in the estimates.			
C/023/2018	Minutes of Council Meeting held on 8 January 2018	Minutes adopted.	D Services	<b>Adopted</b>	Y
C/024/2018	Minutes of Special Council Meeting held on 19 January 2018	Minutes adopted.	D Services	<b>Adopted</b>	Y
C/025/2018	Minutes of ERT Committee 15 January 2018	Minutes adopted.	M Ward	<b>Adopted</b>	Y
C/026/2018	Minutes of SPR Committee 18 January 2018	Minutes adopted.	D Carville	<b>Adopted</b>	Y
C/027/2018	Minutes of AHC Committee 24 January 2018	<b><u>AHC/005/2018 – Community Centre Effectiveness Review</u></b> Councillor Brown had seconded the proposal not Councillor Byrne as set out in the minute.  Minutes adopted, subject to agreed amendment.	M Lipsett	<b>Adopted</b>	Y
C/028/2018	Minutes of RTS Committee 24 January 2018	Minutes adopted.	A Wilkinson	<b>Adopted</b>	Y
C/029/2018	Minutes of Audit Committee 11 January 2018	Minutes adopted.	D Carville	<b>Adopted</b>	Y
C/030/2018	Correspondence received from Permanent Secretary May re:	The correspondence was noted.	D Services	<b>Noted.</b>	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Eastern Distributor Road in Downpatrick				
C/031/2018	Correspondence received from Fermanagh & Omagh District Council re: Motion – Reinstatement of the Area of Natural Constraint Scheme	The correspondence was noted and it was agreed that a letter of support be sent to Fermanagh & Omagh District Council.	D Services	<b>Letter of support sent</b>	Y
C/032/2018	National Association of Councillors – Shared Services and Resources in the Community Conference	It was agreed that Councillor Burgess and Councillor Clarke attend the National Association of Councillors conference.	D Services	<b>Actioned</b>	Y
C/033/2018	Notice of Motion received from Councillor Sharvin	Notice of Motion withdrawn.		<b>Noted</b>	Y
C/034/2018	Notice of Motion received from Councillors Casey and Kimmins	It was agreed that the Council recognised the citizens of the District's commitment to human rights and would 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 the District and across the North.	D Services	<b>Letter sent to Secretary of State NI</b>	Y

**NEWRY, MOURNE & DOWN DISTRICT COUNCIL****NMD/C/**

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**Minutes of Council Meeting held on Monday 5 February 2018 at 6pm in the Mourne Room, Downshire Civic Centre, Downpatrick**

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

Councillor T Andrews	Councillor P Brown
Councillor R Burgess	Councillor S Burns
Councillor P Byrne	Councillor M Carr
Councillor C Casey	Councillor G Craig
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 D Hyland
Councillor L Kimmins	Councillor M Larkin
Councillor J Macauley	Councillor D McAteer
Councillor O McMahan	Councillor A McMurray
Councillor M Murnin	Councillor B Ó Muirí
Councillor B Quinn	Councillor H Reilly
Councillor J Rice	Councillor M Ruane
Councillor M Savage	Councillor G Sharvin
Councillor G Stokes	Councillor D Taylor
Councillor JJ Tinnelly	Councillor B Walker

**(Officials)**

Mr L Hannaway, Chief Executive  
 Mrs D Carville, Director of Corporate Services  
 Mr M Lipsett, Director of Active & Healthy Communities  
 Ms M Ward, Director of Enterprise, Regeneration & Tourism  
 Mr A Wilkinson, Director of Regulatory & Technical Services  
 Mr K Montgomery, Assistant Director of Finance  
 Mrs E McParland, Democratic Services Manager  
 Miss S Taggart, Democratic Services Officer

**C/019/2018****APOLOGIES AND CHAIRPERSON'S REMARKS**

Apologies were received from Councillors Bailie, Clarke Loughran and Trainor.

The Chairperson welcomed Councillor John Rice to the meeting and expressed her farewell to Pól Ó Gríbin.

The Chairperson expressed her condolences to the family of Pat McEvoy, a former Councillor.

**C/020/2018      DECLARATIONS OF INTEREST**

There were no declarations of interest.

**C/021/2018      ACTION SHEET ARISING FROM COUNCIL MEETING HELD ON 8 JANUARY 2018**

Read:                      Action Sheet from Council Meeting held on 8 January 2018 (copy circulated).

**C/005/2018 – Minutes of Special Council Meeting held on 27 November 2017**

Mr Hannaway advised a letter had been received from Mr P May, Permanent Secretary, DFI regarding three potential dates for a cross-party delegation to meet with him to discuss the District's roads and the Eastern Distributor road.

**AGREED:**                      **It was agreed that 2 SF, 2 SDLP, 1 DUP, 1 UUP, 1 smaller parties/independents, along with Councillor Reilly, make up the cross-party delegation to meet with Mr May regarding the Eastern Distributor road and issues regarding the District's roads.**

**C/003/2018 – Action Sheet from Council Meeting held on 4 December 2017**

Councillor Byrne asked for an update on the position regarding Rainbow Community.

The Chairperson advised she had attended a meeting with the community and had highlighted a number of ways of moving forward. She stated that on speaking with the landlord, the property in question was not in the ownership of Council. However further meetings were scheduled to take place, with the next meeting being held in the Rainbow Community premises on Monaghan Street, Newry.

Councillor Byrne asked whether all Councillors would be invited to attend the next meeting.

The Chief Executive advised he would ensure all Members were invited to attend the next meeting with the Rainbow Community.

**AGREED:**                      **It was agreed that all Members be notified of the next meeting with Rainbow Community.**

**AGREED:**                      **The Action Sheet from Council Meeting held on 8 January 2018 was agreed.**

**TO SET A DISTRICT RATE FOR THE FINANCIAL YEAR 2018/2019**

**C/22/2018      TO SET A DISTRICT RATE FOR THE FINANCIAL YEAR 2018/2019 AS REQUIRED UNDER SECTION 3 OF THE LOCAL GOVERNMENT FINANCE ACT (NI) 2011.**



Read: Report by Mr L Hannaway, Chief Executive and Mrs D Carville, Director of Corporate Services, dated 5 February 2018, regarding the District Rate 2018-19.  
Appendix 1 - Efficiency Working Group consideration of rate setting process 2018-19.  
Appendix 2 – Four Year Capital Programme Budget.  
Appendix 3 – Prudential Indicators and Minimum Revenue Position (MRP) Statement 2018-19 as required by CIPFA Prudential Code.  
Appendix 4 – Treasury Management Strategy Statement 2018-19.  
Appendix 5 – Medium Term Financial Plan

Mrs Carville advised Members that the Efficiencies Working Group had met six times to consider in detail the rates estimates. She said she was asking Members to approve an increase to the rates of 3.38%, highlighting the key factors that underpinned the increase, which she said had been considered in detail at the Efficiencies Working Group meetings.

Mrs Carville said that as set out in the Local Government Finance Act (NI) 2011, the Chief Executive, as Chief Financial Officer, was required to make a submission confirming the robustness of the revenue estimates and the adequacy of reserves going into the 2018/19 year.

Mrs Carville advised there had been no budget agreed at present by the NI Executive which had potential to impact on the ability of the Department for Communities to issue the rates support grants to Councils. She stated that £2.3m had been included in the estimates for 2018-19 in anticipation of receipt of the Rates Support Grant.

Mrs Carville went on to say that due to the current political instability a regional rate had not yet been determined, which may lead to a delay in the guaranteed payment of Councils' rates. She stated that officers had been mindful of this potential delay in the calculations of working capital requirements as part of the Prudential Indicators and MRP Statement 2018/19.

Councillor Byrne expressed his frustration at the lack of agreed budget at Executive level and the fact that Councils were not being given the information required with regard the Rate Support Grant and regional rate.

Members thanked the officers for their hard work in striking this rate, with Councillor Ruane noting that although it was unfortunate to increase the rate, sometimes this was required in order to provide first class services to the ratepayers of the District.

**AGREED:** It was agreed on the proposal of Councillor Ruane, seconded by Councillor Brown, to approve the considerations of the Efficiencies Working Group in relation to the 2018-19 rate setting process, and:



1. Approve the 4 year capital programme budget of £103,590,322 (detailed in appendix 2 of Report).
2. Approve the Prudential Indicators and Minimum Revenue Provision (MRP) Statement 2018-19 as required by the CIPFA Prudential Code (detailed in appendix 3 of Report).
3. Approve financing severance costs of £932,888 from reserves 2018-19.
4. Approve the Treasury Management Strategy Statement 2018-19 (detailed in appendix 4 of Report).
5. Have regard to the Chief Executive's statement as required by the Local Government Finance Act (NI) 2011 (detailed in section 2.1 of Report).
6. Approve an increase in the District Rate for 2018-19 of 3.38% based on an estimated penny product of 2,305,909, meaning a non-domestic rate of 23.7668 pence and a domestic rate of 0.3817 pence (detailed in appendix 5 of the report).
7. Approve the 2018-19 estimates included in the Medium Term Financial Plan (appendix 5 of the report) and authorise the expenditure included in the estimates.

#### **COUNCIL MINUTES FOR ADOPTION AND SIGNING**

##### **C/023/2018      MINUTES OF COUNCIL MEETING HELD ON 8 JANUARY 2018**

Read: Minutes of Council Meeting held on 8 January 2018 (copy circulated).

**AGREED:**      **The Minutes of the Council meeting held on 8 January 2018 were agreed as an accurate record and adopted on the proposal of Councillor Stokes, seconded by Councillor Burgess.**

##### **C/024/2018      MINUTES OF SPECIAL COUNCIL MEETING HELD ON 19 JANUARY 2018**

Read: Minutes of Special Council Meeting held on 19 January 2018 (copy circulated).

Councillor Murnin expressed his disappointment at being unable to attend the meeting due to being on holiday and stated he was astounded that Council agreed to hand over control of the District's car parks.

Councillor Savage stated he supported the decision to review the increased tariffs after 6 months and hoped that the introduction of a lower tariff around Christmas time may be looked at during this review.

**AGREED:** The Minutes of the Special Council meeting held on 19 January 2018 were agreed as an accurate record and adopted on the proposal of Councillor Stokes, seconded by Councillor Burgess.

#### **COMMITTEE MINUTES FOR CONSIDERATION AND ADOPTION**

**C/025/2018**      **MINUTES OF ENTERPRISE, REGENERATION AND TOURISM COMMITTEE MEETING HELD ON 15 JANUARY 2018**

Read: Minutes of Enterprise, Regeneration and Tourism Committee Meeting held on 15 January 2018 (copy circulated).

#### **ERT/010/2018 – Geotourism Project Update**

Members raised the issue of the Geopark stating consultation was required with people in the area before any decision could be made.

Mrs Ward advised an application would not be made until 2019, however a detailed communication strategy had been developed which would include lots of public consultation. She stated she was hoping to commence consultations in March and would involve many local people, farmers, local businesses etc.

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

**C/026/2018**      **MINUTES OF STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 18 JANUARY 2018**

Read: Minutes of Strategy, Policy and Resources Committee Meeting held on 18 January 2018 (copy circulated).

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

**C/027/2018**      **MINUTES OF ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING HELD ON 22 JANUARY 2018**

Read: Minutes of Active and Healthy Communities Committee Meeting held on 22 January 2018 (copy circulated)

#### **AHC/005/2018 – Community Centre Effectiveness Review**

Councillor Byrne advised he had not been at the meeting therefore could not have seconded the proposal and suggested it may have been Councillor Brown that had seconded this proposal.

**AHC/020/2018 – Realignment of Play Strategy – Fixed Play Recommendations – Year 1-5**

Mr Hannaway advised the agreement regarding realignment of Play Strategy had not been included in the costings for rates estimates, and savings would need to be made which would be brought back to the next AHC Committee Meeting.

Councillor McAteer queried whether Ballyholland, Old Warrenpoint Road and Burren play parks would be upgraded in the upcoming year along with year 1 play parks.

Mr Lipsett advised there had been a slight delay on the delivery of the year 1 upgrades which had impacted upon delivery of year 2 play parks. He stated however that the year 2 upgrades would take place in the latter part of the year.

Councillor Reilly queried whether any of the play equipment removed to make way for the upgrades that was still in reasonable condition, could be installed in play areas that were not scheduled to be upgraded until years 4 or 5.

Mr Lipsett advised he would speak to Councillor Reilly following the meeting to investigate a way forward on his issue.

Councillor Carr asked that some attention be given to the extraordinary amount of illegal dumping and graffiti within the Warrenpoint area.

**AGREED:**                    **The Minutes were agreed as an accurate record, subject to the amendment of the seconder of AHC/005/2018 to read Councillor Brown, and adopted on the proposal of Councillor Fitzpatrick, seconded by Councillor Kimmins.**

**C/028/2018                    MINUTES OF REGULATORY & TECHNICAL SERVICES COMMITTEE MEETING HELD ON 24 JANUARY 2018**

Read:                            Minutes of Regulatory and Technical Services Committee Meeting held on 24 January 2018 (copy circulated)

**RTS/008/2018 – Bus Shelter at Cloughreagh Park, Bessbrook**

Councillor Burns proposed that Council agree not to proceed with the Committee recommendation to find an alternative location for the shelter and that the bus shelter be retained and completed at its current location.

Councillor Taylor said it was important to clarify that the recommendation was still to have a bus shelter at Cloughreagh, but in a different location.

Councillor Byrne said at no point was it agreed at a DEA meeting to retain this bus shelter at its present site. He said the current location was not in fact sited at a bus stop, but located between two bus stops and opposite the dwelling of a family who had specific circumstances for not wanting the bus stop to be there.

Councillor Burns' proposal was seconded by Councillor Larkin who outlined the consultation and engagement that had taken place over a protracted period on this matter. He said Council officials had been accused of misleading the community

during previously held meetings. He stated that SDLP Councillors were playing party politics with the bus shelter, against the wishes of the local community, and he called for a recorded vote on the matter.

The Chairperson advised that Translink had confirmed the service in Cloughreagh was now operating as a stop and hail service.

Councillor Byrne stated a number of accusations had been made against him during Councillor Larkin's statement and asked that he be allowed to address these.

The Chairperson advised she was ruling that Councillor Byrne should not speak again prior to a vote taking place and she was adjourning briefly at this point in order to ensure the good order of the meeting – 6.52pm

The meeting did then resume – 7.01pm

Councillor Taylor said he wished to provide some clarity on the matter stating that approving the RTS Minute would not result in the complete removal of the bus shelter from Cloughreagh Park, instead it would be moved to a different location.

Councillor Craig stated DUP would be abstaining from the vote as they had no representation within the particular DEA.

The Chairperson did then put the proposal to a recorded vote (copy of results appended to these minutes).

The results of the recorded vote were as follows:

<b>FOR:</b>	<b>13</b>
<b>AGAINST:</b>	<b>17</b>
<b>ABSTENTIONS:</b>	<b>7</b>

**The proposal was LOST.**

**The recommendation from the RTS Committee was then put to a vote, the results of which were as follows:**

<b>FOR:</b>	<b>19</b>
<b>AGAINST:</b>	<b>12</b>
<b>ABSTENTIONS:</b>	<b>6</b>

**The recommendation was CARRIED and it was therefore agreed that an alternative location be identified for the bus shelter at Cloughreagh Park, Bessbrook.**

**RTS/010/2018 – Development and Implementation of 'The Neighbourhood Services Proposal'**

Members highlighted issues regarding fly tipping, litter, grass cutting and dog fouling across the District and asked whether this would be looked at in a proactive way.

Mr Wilkinson advised the new Neighbourhood Services proposal including increasing the resources within waste services, which would in turn free up cleansing staff. He stated the proposal was to address the top 10 common issues within local neighbourhoods with the renaming of the Anti-Litter working group to the Neighbourhood Services Working Group.

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

**C/029/2018** **MINUTES OF AUDIT COMMITTEE MEETING HELD ON 11 JANUARY 2018**

Read: Minutes of Audit Committee Meeting held on 11 January 2018 (copy circulated)

Councillor McAteer commented on the importance of achieving prompt payment of suppliers and Mrs Carville reiterated Council's commitment in this area.

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

#### **CORRESPONDENCE AND CONFERENCES**

**C/030/2018** **CORRESPONDENCE RECEIVED FROM PERMANENT SECRETARY PETER MAY, REGARDING EASTERN DISTRIBUTOR ROAD IN DOWNPATRICK**

Read: Correspondence received from Permanent Secretary May, dated 10 January 2018, regarding Eastern Distributor Road in Downpatrick (copy circulated).

**NOTED** The correspondence from Permanent Secretary May regarding Eastern Distributor Road in Downpatrick was noted.

**C/031/2018** **CORRESPONDENCE RECEIVED FROM FERMANAGH & OMAGH DISTRICT COUNCIL RE: MOTION – REINSTATEMENT OF THE AREA OF NATURAL CONSTRAINT SCHEME**

Read: Correspondence received from Fermanagh & Omagh District Council re: Motion – Reinstatement of the Area of Natural Constraint Scheme (copy circulated).

**AGREED:** The correspondence received from Fermanagh & Omagh District Council re: Motion – Reinstatement of the Area of Natural Constraint Scheme was noted and it was agreed on

**the proposal of Councillor McAteer, seconded by Councillor Hearty that a letter of support be sent to the Council.**

**C/032/2018**

**NATIONAL ASSOCIATION OF COUNCILLORS  
CONFERENCE – SHARED SERVICES AND RESOURCES IN  
THE COMMUNITY**

Read: Correspondence received from National Association of Councillors, regarding Shared Services and Resources in the Community Conference being held in York City Centre from 23<sup>rd</sup>-25<sup>th</sup> February 2018 (copy circulated).

The Chief Executive advised the notice the Council was getting for these conferences was too short in order to get them booked cost-effectively.

Councillor Walker stated Councillors who had been nominated to represent Council on these bodies should be able to attend these conferences.

Councillor Taylor proposed that Councillor Burgess attend the National Association of Councillors conference. This was seconded by Councillor Walker.

Councillor Ruane stated Councillor Clarke had expressed an interest in attending this conference also.

Councillor Carr stated a meeting of the Irish Nuclear Free Authority would be taking place in the near future and expressed an interest in attending.

**AGREED: It was agreed on the proposal of Councillor Taylor, seconded by Councillor Walker, that Councillor Burgess and Councillor Clarke attend the National Association of Councillors conference.**

**NOTICES OF MOTION**

**C/033/2018**

**NOTICE OF MOTION – BOMBARDIER AEROSPACE**

Notice of Motion was withdrawn from consideration at the request of Councillor Sharvin in light of a recent ruling on the issue, and with agreement to withdrawal being consented to by Council.

**C/034/2018**

**NOTICE OF MOTION – FORMER MOTHER AND BABY HOMES**

The following Notice of Motion came forward for consideration proposed by 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.”**

In proposing the motion, Councillor Kimmins stated its purpose was to ensure those victims and survivors incarcerated over the years had their voices heard and were given formal recognition. She stated the detention of these people occurred from 1922 until 1991 when pregnant girls as young as 13 years were detained and had their babies removed from them. She called for a full public enquiry to take place with unreserved apologies for those people affected over the years.

Councillor Casey seconded the motion.

Members spoke unanimously in their support of the motion stating any enquiry that gave a voice to victims of human rights abuses had to be welcomed and unfortunately some of those victims that had already passed on would never have their voices heard.

**AGREED:**                    **It was agreed on the proposal of Councillor Kimmins, seconded by Councillor Casey that the Council recognised the citizens of the District’s commitment to human rights and would 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 the District and across the North.**

There being no further business, the meeting concluded at 7.44pm.

**Signed:**

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**Chairperson**

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**Chief Executive**

**NEWRY, MOURNE & DOWN DISTRICT COUNCIL**  
**RECORDED VOTE**

DATE: 5<sup>th</sup> February 2018 VENUE: Downshire Civic Centre MEETING: Council Meeting

**SUBJECT OF VOTE: RTS/008/2018 – Bus Shelter at Cloughreagh Park, Bessbrook – Councillor Burns proposed and Councillor Larkin seconded, that Council did not proceed with the Committee recommendation and that the bus shelter be retained and completed at its current location.**

COUNCILLOR	FOR	AGAINST	ABSTAIN	ABSENT
T Andrews		X		
N Bailie				X
P Brown		X		
R Burgess		X		
S Burns	X			
P Byrne		X		
M Carr		X		
C Casey	X			
W Clarke				X
G Craig			X	
D Curran		X		
L Devlin		X		
S Doran	X			
C Enright	X			
G Fitzpatrick		X		
G Hanna			X	
V Harte	X			
H Harvey			X	
T Hearty	X			
D Hyland			X	
L Kimmins	X			
M Larkin	X			
K Loughran				X
J Macauley		X		
D McAteer		X		
O McMahan	X			
A McMurray		X		
R Mulgrew	X			
M Murnin		X		
B Ò Muirì	X			
B Quinn		X		
H Reilly			X	
J Rice	X			
M Ruane	X			
M Savage		X		
G Sharvin		X		
G Stokes		X		
D Taylor		X		
JJ Tinnelly			X	
J Trainor				X
B Walker			X	
<b>TOTALS</b>	<b>13</b>	<b>17</b>	<b>7</b>	<b>4</b>



**NEWRY, MOURNE & DOWN DISTRICT COUNCIL****NMD/SC/****Minutes of Special Council Meeting held on Monday 29 January 2018 at 6pm in the Mourne Room, Downshire Civic Centre, Downpatrick****In the Chair:** Councillor R Mulgrew**In attendance:****(Councillors)**

Councillor P Brown	Councillor R Burgess
Councillor S Burns	Councillor P Byrne
Councillor M Carr	Councillor C Casey
Councillor W Clarke	Councillor G Craig
Councillor S Doran	Councillor C Enright
Councillor G Fitzpatrick	Councillor H Harvey
Councillor M Larkin	Councillor K Loughran
Councillor J Macauley	Councillor D McAteer
Councillor O McMahan	Councillor A McMurray
Councillor R Mulgrew	Councillor B O'Muir
Councillor B Quinn	Councillor H Reilly
Councillor M Ruane	Councillor G Stokes
Councillor J J Tinnelly	Councillor J Trainor

**(Officials)**

Mr L Hannaway, Chief Executive  
Mrs C Taylor, Democratic Services Officer

**Also in attendance:** Mr G Boyd, Chief Executive, Education Authority**SC/004/2018 APOLOGIES AND CHAIRPERSON'S REMARKS**

Apologies were received from Councillors Andrews, Bailie, Curran, Harte, Savage and Taylor.

**SC/005/2018 DECLARATIONS OF INTEREST**

Councillor McMurray declared an interest, being an employee of the Education Authority in the youth section.

Councillor O'Muir declared an interest as a teacher in a CCMS school.

**SC/006/2018 EDUCATION AUTHORITY**

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

Mr Boyd thanked the Chairperson for the invitation to attend the meeting and highlighted the following:

- The Education Authority was the funding authority to all schools in the system.
- The financial outlook facing education was grim and would impact on everyone involved in the education system and the quality of support services delivered to young people.
- 62% of the education budget went directly to schools. 38% of the budget was managed from central services which included support for special educational needs.
- £75m per year was spent providing free home to school transport for children.
- A benchmarking exercise undertaken across the public sector in NI had shown that the Education Authority spent less money on administration than any other public service.
- Pupil numbers were increasing and were up 2% from 2012/13.
- The amount of money received per child into primary schools was decreasing.
- Staffing was the main cost in schools.
- There was an increase in special educational needs and the number of statements were rising, but EA was concerned about not being able to meet the demands coming forward from schools and parents.
- Additional monies of £150m would be required this year to spend on education. If this money was not available, a fundamental transformation of the education system would be required.

Questions from Members were answered by Mr Boyd as follows:

- Schools could access a carried surplus, but this had only become clear recently. The EA had previously advised schools that they should not plan on the basis of access to the surplus until the EA had access to it, although many schools had done so. A letter would be sent to schools to assure them that there was surplus monies available to them.
- A number of school financial plans had been approved.
- One impact of budgetary pressures was the reduction in the maintenance budgets. This year £16m would be spent on maintenance. Last year it was £29m.
- There were political, societal and community issues relating to transport.
- Larger schools offered a significantly wider range of subject choice as well as extra-curricular activities and there was strong evidence to say if schools were amalgamated, better outcomes could be delivered for the children in a more cost effective way. The same was not true for primary schools but there were 350 primary schools in the system below the Department of Education's sustainability indicators.
- The 10 year strategic plan was aspirational and it would not be possible for the EA to deliver on the aspirations set out in the Programme for Government if the funding was not available. This plan would be reviewed in 12 months' time.
- There was a clear political commitment to protect the youth service, although the nature of youth service was changing. The reorganisation of outdoor education centres did not reduce capacity available to the education service.
- Discussions were on-going relating to the need for a special learning unit in Kilkeel. Following on from 10 engagement events with school principals, a

public message was communicated which relayed the seriousness of the financial situation to parents.

- The schools most likely to be in surplus were large primary schools in areas with high levels of deprivation. Small post primary schools struggling for numbers were most likely to be in deficit.
- The 30 schools under most financial pressure would incur deficits of £10m this year. This money could be used in viable schools, but it was keeping open unsustainable school which was not in the interests of pupils or teachers.
- In relation to historic surpluses, the only guarantee the EA could give was that money had been available historically, although there should be no expectations that monies would be guaranteed for next year.
- A small surplus was a common trend in primary schools, but the 3 year projection would take them into deficit. There were fears around the impact this would have on teachers, especially SENCO and the amount of time being made available to SENCO was being reduced.

(During the above presentation, Councillor McMurray departed from the meeting at 6.45pm and returned at 6.53pm).

Mr Boyd undertook to relay Councillor Enright's comments relating to the Department of Education not managing resources properly, duplication of schools due to the 11+ and money spent on bussing young people away from schools in their area and not providing support to streams of education.

In response to queries from Councillor Doran regarding the amalgamation of Glasdrumman, Ballymartin and Annalong primary schools and whether a new school would be built, Mr Boyd undertook to investigate and revert.

Councillor Quinn expressed concerns regarding the amalgamation of St Louis and St Columban's and also the 3 local primary schools that were amalgamating and asked Mr Boyd to liaise with CCMS and organise 2 public meetings to explain these situations to the parents.

Mr Boyd confirmed that his priority was to look after the young people of the area and undertook to relay Councillor Quinn's concerns to CCMS.

Mr Hannaway advised that representatives of CCMS were due to make a presentation to Members, but had not arrived and he would contact the CCMS officers in the morning and advise Councillors.

There being no further business, the meeting concluded at 7.15pm.

For adoption at Meeting of Newry, Mourne and Down District Council to be held on Monday 5 March 2018.

**Signed:**

\_\_\_\_\_  
**Chairperson**

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**Chief Executive**

**NEWRY, MOURNE & DOWN DISTRICT COUNCIL**

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**Minutes of the Enterprise, Regeneration & Tourism Committee Meeting held on  
Monday 12 February 2018 at 5.00pm in the Boardroom, District Council  
Offices, Monaghan Row, Newry**

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**Chairperson:** Councillor P Byrne

**In Attendance:** **(Committee Members)**

Councillor R Burgess  
Councillor M Carr  
Councillor C Casey  
Councillor W Clarke  
Councillor D Curran  
Councillor G Hanna  
Councillor H Harvey  
Councillor T Hearty  
Councillor D Hyland  
Councillor D McAteer  
Councillor O McMahon  
Councillor B Quinn  
Councillor M Ruane  
Councillor G Stokes

**Officials**

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

**Also in Attendance:** Councillor A McMurray  
Mr J McGrillen, Tourism NI  
Ms R McHugh, Tourism NI

**ERT/022/2018: APOLOGIES / CHAIRPERSON'S REMARKS**

No apologies were received.

**ERT/023/2018: DECLARATIONS OF INTEREST**

Councillor Hanna declared an interest in Item No. 15 – Lease of office at Warrenpoint Town Hall.

**FOR DISCUSSION/DECISION****ERT/024/2018: ACTION SHEET MINUTES OF ENTERPRISE, REGENERATION & TOURISM COMMITTEE MEETING MONDAY 15 JANUARY 2018**

Read: Action Sheet arising out of the Minutes of the Enterprise, Regeneration & Tourism Committee Meeting held on Monday 15 January 2018. **(Copy circulated)**

Agreed: **On the proposal of Councillor Hyland seconded by Councillor Curran it was agreed to note the Action Sheet arising out of the Minutes of the Enterprise, Regeneration and Tourism Committee Meeting held on Monday 15 January 2018.**

**ERT/025/2018: PRESENTATION FROM TOURISM NI ON TOURISM PRODUCT DEVELOPMENT MARKET RESEARCH**

The Chairperson welcomed Mr John McGrillen and Ms Rosemary McHugh from Tourism NI and asked Mrs Ward to brief the Committee on the presentation. Mrs Ward stated Tourism NI had been invited to the Committee Meeting to deliver a Tourism Innovation Screener Research presentation which would provide an overview of market research that had been conducted.

Following the presentation there was a question and answer session and the following points were raised:

- The Tourism Innovation Screener Research was a development tool that used online innovation testing methodology, it was consumer focused and used to identify concepts that would influence travel and had the most consumer appeal.
- The research would look at packaging smaller tourism related products together to create a bigger and better experience for the consumer, it could also include looking at cross- council propositions.
- The research would identify those areas with the best potential and would drive tourism beyond the key areas of Belfast, Derry and the Giant's Causeway.

- Landscape, heritage and culture were all areas that had already been identified as tourism drivers.
- Invest NI was the body responsible for promoting the provision of tourism accommodation.
- The current accommodation offering in the district was not adequate and was something that needed to be addressed.
- The close proximity of Dublin to Newry should be capitalised on in terms of directing tourists to the area when they arrived in Dublin.

There followed a short video from Tourism NI. Ms McHugh advised that this video had reached over one quarter of a million people. Mrs Ward advised that Naomi Waite, Marketing Director of Tourism NI would be in attendance at the March ERT Committee Meeting to discuss the commencement of a journey working with the ROI market.

Councillor Ruane commented that the video featured Kilkeel and Castlewellsan and didn't include Warrepoint or Rostrevor. Mrs Ward agreed with this and said a video was being prepared in-house that would promote the entire district.

## **ENTERPRISE, EMPLOYMENT & REGENERATION**

### **ERT/026/2018: TOURISM PRODUCT DEVELOPMENT**

**Read:** Report dated 12 February 2018 from Andy Patterson, Assistant Director of Tourism, Culture and Events regarding Tourism Product Development. (Copy circulated)

**Agreed:** **On the proposal of Councillor Stokes seconded by Councillor Clarke it was agreed to consider and approve the recommendation to undertake research, in partnership with Tourism NI, to test the international market demand for new and existing tourism products and experiences.**

### **ERT/027/2018: CITY DEAL – FUTURE CITIES CATAPULT**

**Read:** Report dated 12 February 2018 from Liam Hannaway, Chief Executive regarding Belfast Region City Deal: Digital Infrastructure Strategy. (**Copy circulated**)

**Agreed:** **On the proposal of Councillor Stokes seconded by Councillor Clarke it was agreed to note content of report and approve contribution of £19,000 towards the completion of a Digital Infrastructure Strategy for the City Deal Region, the total cost for the Strategy is being contributed to by the**



six councils on the basis of EEP.

**ERT/028/2018: ERDF/INI LETTER OF OFFER FOR A BUSINESS GROWTH MENTORING PROGRAMME**

**Read:** Report dated 12 February 2018 from Mr Jonathan McGilly, Assistant Director Enterprise, Employment & Regeneration regarding ERDF/INI Letter of Offer for a Business Growth Mentoring Programme. **(Copy circulated)**

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

- **Following review of the LoO Terms and Conditions to approve the acceptance of the Letter of Offer received from Invest NI for delivery of a 5 year Business Growth Mentoring programme, supported through ERDF funding. Match funding contribution required by Council is 20% of the total costs, which is £95,000 over a 5 year period.**
- **Proceed as per LoO requirements, to work with CPD to procure and appoint a suitable delivery agent.**

**ERT/029/2018: CASTLEWELLAN FOREST PARK REPORT**

**Read:** Report dated 12 February 2018 from Jonathan McGilly, Assistant Director Enterprise, Employment & Regeneration regarding Castlewellan Forest Park Task and Finish Project Board. **(Copy circulated).**

It was noted Recommendation No. 2 contained in the Castlewellan Forest Park Task and Finish Project Board report dated 12 February 2018 regarding Council match funding should read £100,000 as opposed to £1000,000.

**Agreed:** **On the proposal of Councillor Hanna seconded by Councillor Ruane the following was agreed:**

1. **To submit an application to the DAREA Rural Tourism Scheme in respect of funding in the region of £500,000 in respect of Castlewellan Forest Park. Council will be required to commit match funding in the region of £167,000 (25%). The application is inclusive of a Technical Assistance Grant in the region of £50,000. (EOI submission February 2018.)**
2. **To submit a formal project enquiry to Heritage Lottery Fund followed by a full application in Summer 2018 requesting funding of £1000,000. Council commit to match funding this request with £100,000.**
3. **To procure the necessary services and contracts –**



inclusive of Economic Appraisal, Business Plan, Multi-disciplinary Design Team and Contractors in accordance with the applicable funding guidance. Appointments in respect of construction contracts subject to successful award of funding.

4. To submit applications for Statutory Approvals ie Planning, Building Control and NIEA if required.
5. To procure a facilitator for the purposes of consultation required for the project development.
6. Castlewellan Forest Park Task & Finish Project Board report dated 12 February 2018 to be amended to read £100,000 as opposed to £1,000,000.

**ERT/030/2018      NEWRY LOWER HILL STREET PUBLIC REALM SCHEME**

Read: Report dated 12 February 2018 from Jonathan McGilly, Assistant Director Enterprise, Employment & Regeneration regarding Commencement of procurement for the Newry Lower Hill Street Public Realm Scheme. **(Copy circulated)**

Councillor Casey referred to a plaque commemorating 3 men who had been killed during the troubles that had been removed from Hill Street and asked where this plaque now was.

Mrs Ward replied that she was unable to provide an answer at this time but would endeavour to find out .

**Agreed:**            **On the proposal of Councillor Hyland seconded by Councillor Stokes it was agreed to:**

1. Approve the Newry Lower Hill Street Public Realm Scheme, to proceed to procurement of an Integrated Consultancy Team (ICT). If within Budget, proceed to appointment.
2. Council establish a relevant Task and Finish Working Group for the Design and Delivery (Subject to DFC funding) of the Newry Lower Hill Street Public Realm Scheme.
3. Locate the whereabouts of a plaque that had been removed from Hill Street commemorating 3 men who had been killed during the troubles.

**ERT/031/2018:      LPWAN REPORT**

Read: Report dated 12 February 2018 from Jonathan McGilly, Assistant Director Enterprise, Employment and Regeneration regarding LPWAN Report. **(Copy circulated)**

Councillor Carr requested that more detailed information on this initiative be sent to Committee Members.

Councillor Quinn referred to Item 2 of the report which outlined the proposed base stations and said he would have preferred that Kilkeel had been included in the proposed locations rather than being referred to as 'may' be an option. This comment was 'Noted'.

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

1. **Allow installation of Gateways in strategic locations identified by University of Ulster. Sites have been specifically chosen as they have large population, contain clusters of SMEs and are locations of specific need e.g. proximity to industrial sites, ports, major retail, manufacture, border and tourism challenges.**
2. **Allow Officers to work with University of Ulster and Invest NI to build promotional materials targeted specifically at local businesses;**
3. **Run an Introduction to IOT workshop for Micro and Small SME's targeted at non-technical businesses to highlight and explore the benefits and opportunities the project may bring offer.**
4. **Assist with identification and application for funding to take business ideas further through Knowledge Transfer Partnership, Innovation Vouchers or similar challenge funds with support from SRC and SERC.**
5. **Detailed information regarding the LPWAN to be circulated to Committee Members.**

**ERT/032/2018**      **INNOVATION CONFERENCE**

**Read:** Report dated 12 February 2018 from Marie Ward, Director Enterprise, Regeneration and Tourism regarding Innovation Conference. **(Copy circulated).**

Mrs Ward said both the education sector and all businesses in the district would be contacted with regard to participating in this conference and it would not proceed without confirmation of the support of the private sector.

**Agreed:** On the proposal of Councillor Hyland seconded by Councillor McAteer it was agreed to approve delivery of an Innovation Conference in Newry City in 2018 and appointment of delivery agent.

**ERT/033/2018**      **N.I. AGRI-BUSINESS CONFERENCE**

**Read:** Report dated 12 February 2018 from Jonathan McGilly, Assistant Director Enterprise, Employment and Regeneration regarding the N.I. Agri-Business Conference. **(Copy circulated)**

**Agreed:** **On the proposal of Councillor Hanna seconded by Councillor Curran it was agreed that Councillor Harvey attend the N.I. Agri-Business Conference in Craigavon Civic Centre on Thursday 15 February at a cost of £195 + VAT.**

**TOURISM, CULTURE & EVENTS ITEMS****ERT/034/2018:**      **CRUISE – ATTENDANCE AT FLORIDA TRADE SHOW**

**Read:** Report dated 12 February 2018 from Andy Patterson, Assistant Director of Tourism, Culture and Events regarding Seatrade Cruise Operator Events 2018. **(Copy circulated)**

Councillor McAteer asked if there were any proven benefits to sending a Council representative to this trade show. Mrs Ward replied that this was an opportunity to sell our district and was being supported by Warrenpoint Harbour Authority.

**Agreed:** **On the proposal of Councillor McAteer seconded by Councillor Harvey it was agreed to consider and approve the recommendation that a Council Official will attend the Seatrade Cruise Global Event in Fort Lauderdale, Cruise Europe Conference in St Petersburg and Seatrade Med, Lisbon in partnership with Warrenpoint Harbour Authority.**

**ERT/035/2018**      **PRODUCTION SERVICES**

**Read:** Report dated 12 February 2018 from Andy Patterson, Assistant Director of Tourism, Culture and Events regarding Tourism Event Production Services. **(Copy circulated)**

**Agreed:** **On the proposal of Councillor Hanna seconded by Councillor McAteer it was agreed consider and approve the recommendation to tender and appoint suppliers of Event Production Services for the 2018/19 Tourism Events Programme.**

**FOR NOTING****ERT/036/2018: DOWN COUNTY MUSEUM – PEACE FUNDING**

Read: Report dated 12 February 2018 from Andy Patterson, Assistant Director Tourism, Culture and Events regarding Museum PEAVE IV Cross-Community Projects. **(Copy circulated)**

**Agreed: On the proposal of Councillor Ruane, seconded by Councillor Burgess, it was agreed to note the Down County Museum – Peace Funding report.**

**ERT/037/2018: SCHEME OF DELGATION**

Read: Scheme of Delegation report for ERT from April 2017 to end March 2018. **(Copy circulated)**

**Agreed: On the proposal of Councillor Ruane seconded by Councillor Burgess it was agreed to note the Scheme of Delegation report for ERT from April 2017 to end March 2018.**

**ERT/038/2018: ACTION TRACKER UPDATE SHEET**

Read: Action Tracker Update including December ERT 2017. **(Copy circulated)**

**Agreed: On the proposal of Councillor Ruane, seconded by Councillor Burgess, it was agreed the Action Tracker Update Sheet be noted.**

**ITEMS TAKEN IN CLOSED SESSION**

**Agreed: On the proposal of Councillor Hanna seconded by Councillor Ruane 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/039/2018      LEASE OF OFFICE AT WARRENPOINT TOWN HALL**

**Read:** Report dated 12 February 2018 from Marie Ward, Director, Enterprise, Regeneration and Tourism regarding Warrenpoint Town Hall – Lease of small office to Warrenpoint Chamber of Commerce. (Copy circulated)

**Agreed:** On the proposal of Councillor Hanna 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 reported the following had been agreed:

On the proposal of Councillor McAteer seconded by Councillor Ruane it was agreed in order to regularise the situation and in light of the Assets Management Review recommend that the Committee agree Council enter in to a 3 year lease agreement at a rental of £650 per annum (as assessed by LPS) subject to completion of all legal formalities.

There being no further business the meeting concluded at 6.50 PM

**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 15  
February 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 O McMahon  
Councillor A McMurray Councillor M Murnin  
Councillor B Ó Muirí Councillor M Ruane  
Councillor M Savage Councillor G Sharvin  
Councillor W Walker

Also in Attendance: Councillor T Andrews

Officials in Attendance: Mrs D Carville, Director of Corporate Services  
Mrs R Mackin, Assistant Director, Corporate Planning & Policy  
Mr C Mallon, Assistant Director, Estates & Project  
Management  
Mr K Montgomery, Assistant Director of Finance & Systems  
Mr A Beggs, Head of Evidence and Research  
Ms V Keegan, Head of Marketing  
Miss S Taggart, Democratic Services Officer

**SPR/018/2018 APOLOGIES AND CHAIRPERSON'S REMARKS**

There were no apologies received.

**SPR/019/2018 DECLARATIONS OF INTEREST**

Councillor Savage declared an interest in item 5 – Review of Advertising.

**SPR/020/2018 ACTION SHEET OF THE STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 18 JANUARY 2018**

Read: Action Sheet of the Strategy, Policy and Resources (SPR) Committee Meeting held on 18 January 2018 (circulated).

Councillor Burgess raised the issue of the disabled toilets in Saintfield and asked for an update on when these were going to be fixed.

Mrs Carville advised she would refer the matter to the Director of RTS and ask him to contact the Councillor on the matter.

**Agreed:** On the proposal of Councillor Sharvin, seconded by Councillor Byrne, it was agreed that the Action Sheet of 18 January 2018 be noted.

### **CORPORATE PLANNING AND POLICY**

#### **SPR/021/2018      POLICY ON GIFTS**

**Read:** Report from Ms L Moore, Head of Legal Administration, dated 15 February 2018, regarding Guidelines and associated procedure on the offer and acceptance of gifts to Council (copy circulated).

**AGREED:** It was agreed on the proposal of Councillor Ruane, seconded by Councillor Sharvin to adopt the circulated guidelines and associated procedure in relation to the offer and acceptance of gifts to Council, with review by SP&R Committee six monthly and DEA Councillors advised of gifts being offered for information.

### **FOR CONSIDERATION AND/OR DECISION**

#### **SPR/022/2018      REVIEW OF ADVERTISING**

**Read:** Report from Mrs R Mackin, Assistant Director Corporate Planning and Policy, dated 15 February 2018, regarding Review of Advertising (copy circulated)

Councillor Sharvin proposed to reject the officer's recommendation as he felt it discriminated against those in rural areas without broadband connectivity as well as the generation that still purchases a local newspaper each week.

Councillor Burgess seconded this proposal.

Members spoke in support of the proposal stating the figures quoted in the report do not reflect the local population, especially in rural areas.

**AGREED:** It was agreed on the proposal of Councillor Sharvin, seconded by Councillor Burgess to reject the officer's recommendation to review advertising practices in view of findings and implementation of the Corporate Digital Communications Strategy and move to placing advertisement where possible online.



**SPR/023/2018      SCÉIM SPARÁNACHTAÍ NA GAELIGE/IRISH LANGUAGE BURSARY SCHEME**

Read: Report from Mr C Moffett, Head of Corporate Policy and Ms U Mhic An tSaoir, Irish Language Development Officer, dated 15 February 2018, regarding Irish Language Bursary Scheme (copy circulated)

Councillor Ó Muirí proposed to accept the officer's recommendation regarding implementation of the Council's Irish Language Bursary Scheme stating it had the potential to raise the profile and interest in the Irish Language and also to support families who would otherwise struggle.

Councillor Sharvin seconded the proposal and asked if 3<sup>rd</sup> level University students with Irish in their course would be eligible for the bursary.

Mrs Mackin advised that courses had to be completed in the current financial year and applicants should not be receiving scholarship from any other funds which would include university grants so those people would not be eligible to apply.

Councillors Enright, Savage and Byrne spoke in support of the proposal with Councillor Byrne querying whether there would be precedence given to those people next year if they were not successful in the current year and Councillor Savage asking if there could be arrangements put in place that a letter of offer be sufficient in order for costs to be covered upfront.

Councillor Ó Muirí, as a member of the Irish Language Working Group, stated the semantics of the scheme had been debated and it was agreed that due to Council's financial arrangements the young person would attend the course with the payment window of four weeks after completion.

Ms Mackin advised the list would only relate to applicants applying this year and if oversubscribed there may be opportunities to offer places due to drop-offs etc. She stated this was very much a learning curve as it was the first year of the scheme and it would be reviewed in 6 months time to ascertain the level of take-up in the scheme and address any issues.

Councillors Burgess and Walker stated they were not opposed to the Irish Language however did not agree with this bursary as Council was once again pumping money into the Irish Language whereas the Unionist community have received nothing since the new Council came into existence.

**AGREED:**            **On the proposal of Councillor Ó Muirí, seconded by Councillor Sharvin, the proposed process regarding implementation of the Council's Irish Language Bursary Scheme was agreed.**

**SPR/024/2018      TÉARMA TAGARTHA NUASHONRAITHE – GRÚPA OIBRE TRASPÁIRTÍ UM STRAITÉIS NA GAELIGE/TERMS OF REFERENCE – IRISH LANGUAGE WORKING GROUP**



Read: Report from Mr C Moffett, Head of Corporate Policy and Ms U Mhic An tSaoir, Updated Terms of Reference - Irish Language Development Officer, dated 15 February 2018, regarding Irish Language Strategy Cross Party Working Group (copy circulated)

Councillor Byrne stated training in Irish Language had started for Council staff but he wanted to know whether something would be established for Councillors also. Mrs Mackin agreed to follow up on this and advise Councillor Byrne.

Councillors Burgess and Walker stated they were not in agreement with the updated Terms of Reference.

**AGREED: It was agreed on the proposal of Councillor Enright, seconded by Councillor Ó Muirí to accept the updated Terms of Reference for the Irish Language Working Group.**

### **CORPORATE SERVICES – DEMOCRATIC SERVICES**

#### **SPR/025/2018 AUDIO RECORDING OF PLANNING COMMITTEE MEETINGS**

Read: Report from Mrs E McParland, Democratic Services Manager, dated 15 February 2018, regarding Proposal for Review of Arrangements for Audio Recording of Planning Committee Meetings (copy circulated)

Mrs Carville advised there was no legislative requirement for Councils to record their Planning Committee, however Council had agreed to commence recording in January and express consent was needed from members of the public. She advised that two agents have now stated they do not consent to having their presentations recorded and a revised protocol was recommended for Members to consider, having been agreed by Planning Committee members.

Councillor McMurray stated he was concerned at the recommendation 3.1.1 – “In respect of those planning applications for which consent is not given by any member of the public, including Agents, no recording be made of the entire planning application.” He asked whether Councillors would be culpable legally and constrained under the Data Protection legislation.

Councillor Ruane proposed to accept the officer’s recommendation stating the Planning Committee Members had discussed the issue along with receiving advice from the Solicitor that attends the Planning Committee meetings. This was seconded by Councillor Walker.

Councillors Carr, Enright, Murnin and Sharvin raised their concerns stating if Agents weren’t happy to be recorded should they attend the Planning Committee Meeting at all and that there were benefits on both sides for recording the proceedings.

The Chairperson put the proposal to a vote, the results of which were as follows:

FOR: 6  
AGAINST: 7

The proposal was LOST.

Councillor McMurray left the meeting at this stage – 6.23pm  
Councillor Andrews entered the meeting at this stage – 6.23pm

## **CORPORATE SERVICES – FINANCE**

### **SPR/026/2018      ACCOUNTS PAYABLE POLICY**

Read: Report from Mr K Montgomery, Assistant Director of Finance, dated 15 February 2018 regarding NMDDC Payment Policy and Procedure (copy circulated).

Councillor Enright stated he was worried about the effect the policy would have on smaller businesses and asked why the proviso was being put in place.

Councillor Savage stated cashflow was the lifeblood of any small business and Council needed to ensure service providers and suppliers were paid on time. He asked was there an average time that suppliers were being paid and would it continue to be monitored on a regular basis.

Mr Montgomery advised in the last week £1.8m had been paid out to suppliers with the average being 90% paid within 30 days. The average time taken is under 30 days and to pay suppliers quicker would reduce cash flow of over £1m which would mean Council having to take out loans sooner than they currently do.

Councillor Murnin proposed to accept the officer's recommendation. This was seconded by Councillor Doran

**AGREED:**            **On the proposal of Councillor Murnin, seconded by Councillor Doran, it was agreed to approve the revised policy in relation to payments within the Council.**

## **FOR CONSIDERATION AND/OR DECISION**

### **SPR/027/2018      STAKEHOLDER SURVEYS**

Read: Report from Mr A Beggs, Head of Evidence and Research, dated 15 February 2018 regarding Stakeholder Surveys (copy circulated).

Mr Beggs advised that following the last Committee Meeting, Members had expressed concerns in relation to the approach and methodology along with the overall costs involved in the commissioning of a residents' survey. He stated the revised arrangements as presented should address the concerns raised.

Councillors asked the following questions:

- How would the telephone survey be carried out? Would it be cold-calling.
- How would the 700 people be selected?
- How useful would the information coming from telephone surveys be to the Council?
- What cost savings would be achieved through collaboration with other Councils?

Mr Beggs responded to the queries as follows:

- The telephone survey would be targeted and the baseline of this survey would lead to multi-basis analysis. This would mean people being engaged who would traditionally not be engaged through other survey channels.
- The people would be targeted from a range of sectors with the DEA assisting.
- The DEA would build on the information gained through the telephone survey.
- At present the savings on collaboration with other Councils wasn't known.

Members spoke of the benefits of using the internet for surveying over telephone interviews.

Members were not happy to accept the officer's recommendation and asked that further work be carried out to bring back detailed costings on collaboration savings with other Councils and to look at industry best practice in relation to telephone surveying.

**AGREED:** It was agreed that officers complete further work to look at industry best practice in relation to surveying methods, to include telephone surveying.

**SPR/028/2018**      **REQUEST TO GIFT THE LUSITANIA DAVIT TO LUSITANIA MUSEUM IN KINSALE**

Read: Report from Mr L Hannaway, Chief Executive, dated 15 February 2018, regarding Request to Gift the Lusitania Davit to Lusitania Museum in Kinsale (copy circulated)

**AGREED:** It was agreed on the proposal of Councillor Doran, seconded by Councillor Ruane to gift the Lusitania Davit to Lusitania Museum in Kinsale with the cost of removal and transport being attributed to Visitor Centre and Museum in Kinsale.

**FOR NOTING**

**SPR/029/2018**      **MINUTES OF SPWG HELD ON TUESDAY 12 DECEMBER 2017**

Read: Minutes of Strategic Projects Working Group Meeting held on Tuesday 12 December 2017 (copy circulated).

**NOTED:** The minutes were noted.

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

**SPR/030/2018      HARMONY WAY CONTRACT**

**Agreed:**            On the proposal of Councillor Ruane, seconded by Councillor Doran, 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 Mr C Mallon, Assistant Director of Estates and Project Management, dated 15 February 2018, regarding Harmony Way/Windmill Street Resurfacing - Ballynahinch (copy circulated).

**Agreed:**            On the proposal of Councillor Sharvin, seconded by Councillor Byrne, 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 Walker, seconded by Councillor Burgess, to approve the appointment of Whitemountain Quarries to complete drainage and re-surfacing works at Harmony Way/Windmill Street, Ballynahinch at an estimated cost outlined in para.3.1 of the Officer's Report – the quotation having been obtained through a Central Government Framework Agreement.

**SPR/031/2018      MANAGEMENT ACCOUNTS TO 31<sup>ST</sup> DECEMBER 2017**

**Agreed:**            On the proposal of Councillor Ruane, seconded by Councillor Doran, 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 Mr K Montgomery, Assistant Director of Finance, dated 15 February 2018, regarding Management Accounts to 31<sup>st</sup> December 2017 (copy circulated).

**Noted:**                    **It was agreed to note the Management Accounts to 31<sup>st</sup>  
December 2017.**

There being no further business, the meeting concluded at 7.11pm.

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

**Signed:**                    **Councillor Terry Hearty  
Chairperson**

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

<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	15 February 2018
<b>Subject:</b>	Proposal for review of arrangements for audio recording of Planning Committee meetings
<b>Reporting Officer:</b>	Liam Hannaway Chief Executive
<b>Contact Officer:</b>	Eileen McParland Democratic Services Manager
<b>Decisions required:</b> Members are asked to consider the contents of the report and consider the recommendations at para. 3.1 for amendment to the operating protocol for audio recording of Planning Committee meetings.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	The purpose of this report is to update Members on response from some Agents in respect of the introduction of audio recording of Planning Committee meetings and agree a way forward.
<b>2.0</b>	<b>Key issues:</b>
2.1	Following consideration at SPR Committee Meeting on 16 November 2017, ratified at Council on 5 December 2017, Council agreed to audio record Planning Committee meetings with effect from January 2018.
2.2	The Local Government Act (NI) 2014 Schedule 6 legislates for the audio recording of Council meetings, storage time of recordings and public rights of access to the recordings. There is no legislative requirement for Councils to record any meetings, other than Council Meetings. However following Council's decision to record Committee Meetings, including Planning Committee meetings, recording of the Planning Committee commenced in January 2018.
2.3	At the January Planning Committee Meeting, all agents and members of the Committee agreed to have their presentations audio recorded. However since then two Agents who present regularly to Committee have advised they do not consent to having their presentations recorded at any Planning Committee meetings and a third gave consent for recording at the February meeting but advised he is reviewing this consent for future meetings.
2.4	Members of the Planning Committee met immediately prior to commencement of Planning Committee meeting on 7 February 2018 to discuss how to proceed following response from those Agents who indicated they did not agree to be recorded. The Solicitor who attends at Planning Committee meetings was in attendance and cautioned against withdrawing the right to make representation to Committee, if consent to be audio recorded was not agreed. She also advised Members of the Council's responsibilities under Data Protection legislation to store personal data. Legislation in relation to the taking and storage of data will be further strengthened under the General Data Protection (GDPR) (Regulation (EU) 2016/679) which will be enforceable from 25 May 2018. Members discussed the questionable value of a partial recording. There are also logistic difficulties in continually starting and stopping a recording when discussion is on-going.

2.5	<p>Having considered the matter at their pre-Meeting, the Planning Committee agreed to the following interim arrangements for its meeting on 7 February 2018:</p> <ul style="list-style-type: none"> <li>• In respect of those planning applications for which consent is not given by any member of the public, including Agents, no recording be made of the entire planning application.</li> <li>• In respect of those planning applications which are deemed to be exempt under Schedule 6 of the Local Government Act (NI) 2014, no recording be made of the entire planning application.</li> </ul>
<b>3.0</b>	<b>Recommendations:</b>
3.1	<p>That approval be given to the following:</p> <ol style="list-style-type: none"> <li>1. In respect of those planning applications for which consent is not given by any member of the public, including Agents, no recording be made of the entire planning application.</li> <li>2. In respect of those planning applications which are deemed to be exempt under Schedule 6 of the Local Government Act (NI) 2014, no recording be made of the entire planning application.</li> <li>3. The Council's operating protocol for audio recording of Council and Committee meetings be amended accordingly and as outlined in appendix 1.</li> <li>4. A review of these arrangements take place in January 2019 which is the date already agreed by Council for a review, or sooner should the need arise.</li> </ol>
<b>4.0</b>	<b>Resource implications</b>
4.1	none
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	None anticipated
<b>6.0</b>	Appendices –operating protocol with proposed amendment



Newry, Mourne and Down District Council

## Operating Protocol for Audio Recording - Council and Committee Meetings

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### Council Meetings

1. Audio recording of all Council Meetings will be undertaken in accordance with the requirements of the Local Government Act (NI) 2014.
2. No recording will take place of a meeting, or those parts of a meeting, from which the public is excluded, where exempt matters, as defined in Schedule 6 of the Local Government Act (NI) 2014, are being discussed.
3. Audio recordings will be available to the public at the District Council Offices for six years from the date of the meeting.
4. Audio recordings will be published on the Council's web site for two years from the date of the meeting.
5. In any correspondence notifying potential public speakers of a forthcoming meeting the following advice will be included:

*"Please note that an audio recording of the meeting will be made and the recording will be publicly available following the meeting and will be published on the Council's website. No recording will be made of those parts of the meeting, from which the public is excluded, where exempt matters, as defined in Schedule 6 of the Local Government Act (NI) 2014, are being discussed."*

6. Prior to commencement of the meeting the Chairperson will announce that the meeting will be recorded and that the recording will be publicly available following the meeting, including publication on the Council's website.
7. The Council aims to publish audio recordings by 5 pm on the fifth working day following the date on which the meeting takes place.
8. Members are individually responsible for what they say. Editorial control will only be exercised over the audio recordings to the extent that is necessary to avoid the publication of defamatory content or other material which it would be unlawful to publish. The Council's Legal Advisors will exercise this editorial control. Full records of the proceedings will be retained notwithstanding that an edited version has been made available to the public.

## Committee Meetings

1. There is no requirement under the Local Government Act (NI) 2014 for audio recording of any Committee Meetings. However Newry, Mourne and Down District Council has agreed, in the interests of openness and transparency, to audio record the meetings of its Standing Committees, (recording of Planning Committee Meetings will commence with effect from January 2018).
2. No recording will take place of a meeting, or those parts of a meeting, from which the public is excluded, where exempt matters, as defined in Schedule 6 of the Local Government Act (Northern Ireland) 2014, are being discussed.
3. Audio recordings will be available to the public at the District Council Offices for six years from the date of the meeting.
4. Audio recordings will be published on the Council's web site for a period of two years from the date of the meeting (publication on the website does not apply to the Planning committee).
5. In any correspondence notifying potential public speakers of a forthcoming meeting the following advice will be included:

*"Please note that an audio recording of the meeting will be made and the recording will be publicly available from the District Council Offices following the meeting. The audio recordings of all Committee Meetings, except the Planning Committee, will also be published on the Council's website.*

*If you do not wish your speech to be recorded, please contact [democratic.services@nmandd.org](mailto:democratic.services@nmandd.org) to advise accordingly.*

*The Council will not record speakers if they do not wish to appear in the recording of the meeting."*

6. In respect of the Planning Committee:
  - a. for those applications for which consent to being audio recorded is not given, by any member of the public, including Agents, no recording shall be made of the entire planning application.
  - b. for those application which are deemed to be exempt under Schedule 6 of the Local Government Act (NI) 2014, no recording shall be made of the entire planning application.

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- | 6-7. \_\_\_\_\_ Prior to commencement of the meeting the Chairperson will announce that the meeting will be recorded and that the recording will be publicly available following the meeting, including publication on the Council's website, if applicable to the particular Committee (publication on the website does not apply to the Planning Committee).
- | 7-8. \_\_\_\_\_ For those Committee Meetings which do not have decision making powers, the Council aims to publish audio recordings by 5 pm on the fifth working day following the date of the Council meeting at which Committee Minutes are tabled for consideration and approval.
- | 8-9. \_\_\_\_\_ In the case of Committee Meetings with decision making powers, which includes the Planning Committee, the Council aims to publish audio recordings by 5 pm on the fifth working day following the date on which the meeting took place, (publication on the website does not apply to the Planning Committee).
- | 9-10. \_\_\_\_\_ Members are individually responsible for what they say. Editorial control will only be exercised over the audio recordings to the extent that is necessary to avoid the publication of defamatory content or other material which it would be unlawful to publish. The Council's Legal Advisors will exercise this editorial control. Full records of the proceedings will be retained notwithstanding that an edited version has been made available to the public.

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**Approvals:**

SPR Committee meeting – [16/11/2017](#)

Council – [04/12/2017](#)

Contact: [democratic.services@nmandd.org](mailto:democratic.services@nmandd.org)

DRAFT

**NEWRY, MOURNE & DOWN DISTRICT COUNCIL**

Ref: AHC/2018

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**Minutes of Active and Healthy Communities Committee Meeting held on  
Monday 19 February 2018 at 6.00pm in the Mourne Room, Downshire  
Civic Centre, Downpatrick**

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**Chairperson:** Councillor Walker**In attendance:****(Councillors)**

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

**Officials in attendance:**

Mr M Lipsett, Director of Active & Healthy Communities  
 Mr E Devlin, Assistant Director of Active & Healthy Communities (Health & Wellbeing)  
 Mr R Moore, Assistant Director of Active & Healthy Communities (Leisure & Sports)  
 Mr K Gordon, Head of Indoor Leisure  
 Miss S Taggart, Democratic Services Officer

**AHC/029/2018****APOLOGIES & CHAIRPERSON'S REMARKS**

Apologies were received from Councillor Harte.

The Chairperson advised that Mr Roland Moore was moving to Neighbourhood Services and thanked him for his work in the Active & Healthy Communities Department.

The Chairperson stated that this was Councillor Burns' last Active & Healthy Communities Committee Meeting. He paid tribute to the work undertaken on the Committee by Councillor Burns over the years and was indebted to him for the support and assistance on various projects.

The Chairperson advised Northern Ireland had been represented in the Under21 Championship Snooker by Eamon Ferris and stated the Committee should support him under their grant scheme.

**AGREED:**

**It was agreed on the proposal of Councillor Burns, seconded by Councillor Fitzpatrick to recognise Mr Ferris for his achievements with remuneration up to the value of £500 on production of valid receipts.**

**AHC/030/2018:      DECLARATIONS OF INTEREST**

There were no declarations of interest.

**AHC/031/2018      ACTION SHEET OF THE ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING HELD ON 22 JANUARY 2018**

Read:            Action Sheet of the Active & Healthy Communities Committee Meeting held on Monday 22 January 2018. **(Copy circulated)**

**AHC/121/2017 – Cullyhanna Community Centre**

Councillor Loughran asked for an update on the community centre replacement flooring as it had been ongoing for quite some time.

Mr Lipsett advised he would contact Councillor Loughran on the matter as soon as possible.

**AHC/016/2018 – Newry Sports Centre Asset Disposal to SANDSA Members**

Councillor Fitzpatrick asked for an update on the Asset Disposal from Newry Sports Centre to SANDSA Members.

Mr Moore advised officers were in the process of collating the asset list to be sent to SANDSA and this should be completed within the next two weeks.

**Agreed:            It was agreed to note the action sheet.**

**COMMUNITY ENGAGEMENT****AHC/032/2018:      DEA FORA UPDATE REPORT**

Read:            Report from Mr D Brannigan, Head of Engagement, dated 19 February 2018 regarding DEA Fora Update (copy circulated).

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

- **Downpatrick DEA Forum Private Meeting held on 4 December 2017.**

**AHC/033/2018:      POLICING AND COMMUNITY SAFETY PARTNERSHIP (PCSP)**

Read:            Report from Mr D Brannigan, Head of Engagement, and Ms S Fearon, PCSP Manager, dated 19 February 2018 regarding Policing and Community Safety Partnership (PCSP) (copy circulated).

**Agreed:            It was agreed on the proposal of Councillor Andrews,**



seconded by Councillor Enright, to note the following reports:

- **PCSP and Policing Committee Minutes and Officer Report to PCSP Meeting held on Tuesday 21 November 2017; and approve at risk spend for PCSP to extend the contracts for services named below:**
- **provision of Locks & Bolts Scheme for vulnerable members of the community (Confederation of Community Groups (CCD)) (Total value of Contract £25,000 – on-going)**
- **provision of Good Morning, Good Neighbour Scheme (CCG & Good Morning Down) (Total value of Contract £15,000 – on-going)**
- **provision of Domestic Violence Intervention Programme (Women’s Aid, Newry & Armagh) (Total value of Contract £10,000 – on-going)**
- **provision of Community Safety Wardens (Total value of Contract £53,000 (£33,000 PCSP/£20,000 NIHE) – on-going)**

**AHC/034/2018: PEACE IV LOCAL ACTION PLAN**

**Read:** Report from Ms J McCabe, Programmes Manager, dated 19 February 2018 regarding Peace IV Local Action Plan (copy circulated).

**Agreed:** **It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Andrews, to agree the recommendations of the PEACE IV Partnership as set out in Section 2.1 of the Officer’s Report at a total cost of £719,600.**

**LEISURE AND SPORTS**

**AHC/035/2018: INDOOR LEISURE BUSINESS PLAN UPDATE**

**Read:** Report from Mr K Gordon, Head of Indoor Leisure, dated 19 February 2018 regarding Indoor Leisure Business Plan Update (copy circulated).

**Agreed:** **It was agreed on the proposal of Councillor Loughran, seconded by Councillor Burns, to approve the update of progress on Indoor Leisure Business Plan from 2016-2020/21**

**AHC/036/2018: SCALE OF CHARGES FOR LEISURE SERVICES**

**Read:** Report from Mr K Gordon, Head of Indoor Leisure, dated 19 February 2018 regarding Leisure and Sport Scale of Charges 2018/19 (copy circulated).

Councillor Enright raised a question regarding the charges for use of playing fields for funfairs etc. being on a sliding scale in correlation with the size of the pitch being requested and had thought this should have been included in the scale of charges for this year.



Mr Moore advised a separate meeting was to be held on that issue as it involved a lot of other departments and he would investigate the progress on this matter and revert back to the Councillor.

**Agreed:** It was agreed on the proposal of Councillor Enright, seconded by Councillor Burns to approve the Indoor Leisure Scale of Charges for 2018/19.

**AHC/037/2018:** FOOTGOLF, NEWCASTLE

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 19 February 2018, regarding Footgolf, Newcastle (copy circulated).

Councillor Burns asked whether the condition of Islands Park could be looked at as it seemed to be in a bad state of repair at present.

**Agreed:** It was agreed on the proposal of Councillor Burns, seconded by Councillor Ó Muirí to re-instate Islands Park, Newcastle as a natural parkland allowing free access to public amenity and open space.

**AHC/038/2018:** MILLTOWN TENNIS COURTS

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 19 February 2018, regarding Milltown Tennis Courts (copy circulated).

**Agreed:** It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Burns, to approve capital overspend to replace and improve Milltown Tennis Courts, Warrenpoint floodlights.

**AHC/039/2018:** CAPITAL SCHEME APPROVALS

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 19 February 2018, regarding Capital Scheme Approvals (copy circulated).

Members queried whether consultation would take place with members of the community regardless if they were linked with a community group or association.

Mr Moore advised there was a detailed process with 3 stages of consultation that had been agreed previously by the Committee which he would circulate to Members.

Members welcomed the projected spend on play and sports facilities across the District.

Mr Lipsett advised following approval from the Committee, robust business cases would need to be provided for each area of spend and any issues that arise would be brought back to the Committee. He stated this was an investment of £2.5m in the next year with additional funding in the two years following that. He stated there was also £1m being given in grants to sports clubs and community groups and an additional

£0.5m also to sports clubs and hopefully everyone in the District would see a refurbishment pitch or play area near to them soon.

**Agreed:** It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Kimmins to approve officers to tender and appoint Contractors for the year 1 and 2 projects as listed in the officer's report.

**AHC/040/2018: WILLIE MALEY STATUE**

Read: Report from Mr R Moore, Assistant Director Leisure and Sport, dated 19 February 2018, regarding Willie Maley Statue (copy circulated).

**Agreed:** It was agreed on the proposal of Councillor Burns, seconded by Councillor Kimmins to allow officers to develop proposals including potential costs, sources of funding and any likely capital commitment from Council and to contact all potential partners in relation to location and funding options.

**AHC/041/2018: SPORT NI APPLICATION FOR FUNDING**

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 19 February 2018, regarding Sport NI Application for Funding (copy circulated).

Members asked that the 14 Sports Hubs locations be circulated to them again and that the tight turnaround times be highlighted to SportNI.

**Agreed:** It was agreed on the proposal of Councillor Burns, seconded by Councillor McMurray to approve the appointment of Consultants to carry out a feasibility study of the 14 No. Sports Hubs listed within the Council Sports Facility Strategy.

**AHC/042/2018: COMMONWEALTH GAMES, GOLD COAST, AUSTRALIA**

Read: Report from Mr C Haughey, Head of Outdoor Leisure, dated 19 February 2018, regarding Commonwealth Games, Gold Coast, Australia (copy circulated).

Members discussed the issue and agreed that the maximum of £500 per participant be allocated on receipt of confirmation they attended and receipts for flights etc.

**Agreed:** It was agreed on the proposal of Councillor Walker, seconded by Councillor Burns that approval be given to financially support the 10 participants from our District participating in the XXI Commonwealth Games 2018, to a maximum of £500 per participant, subject to confirmation of attendance and receipts submission for flights etc.

**AHC/043/2018: LEASE OF LAND TO ST JOHN BOSCO**

Read: Report from Ms L Moore, Head of Legal Administration, dated 19

February 2018, regarding Lease of Land to St John Bosco GAC for Clubhouse facilities at Newry Leisure Centre (copy circulated).

**Agreed:** It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Kimmins for Council to proceed with a 25 year lease at a peppercorn rent, with an option for St John Bosco GAC to renew for a further 25 years, subject to Department for Communities approval.

## **HEALTH AND WELLBEING**

### **AHC/044/2018: ORGAN DONATION CONSULTATION**

**Read:** Report from Ms A Rennick, Investing for Health Officer, dated 19 February 2018, regarding Organ Donation Consultation (copy circulated).

**Agreed:** It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Ó Muirí to approve the draft response to the public consultation on Promotion of Human Organ Donation and Local Government Code of Practice on same and agree to return to Department of Health.

## **FOR NOTING – COMMUNITY ENGAGEMENT**

### **AHC/045/2018: SOCIAL INVESTMENT FUND UPDATE**

**Read:** Report from Ms J McCabe, Programmes Manager, dated 19 February 2018, regarding Social Investment Fund Update. (copy circulated).

Mr Lipsett advised there were significant risks of funding loss from the 3G pitch project funders with construction costs being considerably higher than the original estimates. He advised the Executive Office were considering the options and associated additional costs in respect of the Community Operated Sports Facilities.

**Noted:** The Scheme of Delegation Report was noted.

### **AHC/046/2018: NEWRY NEIGHBOURHOOD RENEWAL PARTNERSHIP**

**Read:** Report from Mr D Brannigan, Head of Engagement and Mr S McKeivitt, Neighbourhood Renewal Officer, dated 19 February 2018, regarding Newry Neighbourhood Renewal Partnership. (copy circulated).

**Noted:** The report on Newry Neighbourhood Renewal Project was noted.

### **AHC/047/2018: DOWNPATRICK NEIGHBOURHOOD RENEWAL PARTNERSHIP**

**Read:** Report from Mr D Brannigan, Head of Engagement and Ms K Hynds, DEA Coordinator, Downpatrick, dated 19 February 2018, regarding

Downpatrick Neighbourhood Renewal Partnership. (copy circulated).

**Noted:**                   **The report on Downpatrick Neighbourhood Renewal Project was noted.**

#### **FOR NOTING – LEISURE & SPORTS**

##### **AHC/048/2018:       APPOINTED CAPITAL PROJECT SCHEMES**

Read:                   Report from Mr C Haughey, Head of Outdoor Leisure, dated 19 February 2018, regarding Appointed Capital Project Schemes (copy circulated).

Mr Lipsett advised the Capital Project Schemes equated to £0.5m worth of projects being carried out within the District.

**Noted:**                   **The report on the Appointed Capital Project Schemes was noted.**

##### **AHC/049/2018:       INDOOR LEISURE CUSTOMER SATISFACTION SURVEY**

Read:                   Report from Mr K Gordon, Head of Indoor Leisure, dated 19 February 2018, regarding Indoor Leisure Customer Satisfaction Survey (copy circulated).

**Noted:**                   **The report on the Indoor Leisure Customer Satisfaction Survey was noted.**

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

##### **AHC/050/2018       SAINTFIELD COMMUNITY CENTRE**

**Agreed:**                   **On the proposal of Councillor Trainor, seconded by Councillor Burn, 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 Mr C Mallon, Assistant Director of Estates and Project Management, dated 19 February 2018, regarding Saintfield Community Centre (copy circulated).

**Agreed:**                   **On the proposal of Councillor Andrews, seconded by Councillor Kimmins, 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 Andrews, seconded by Councillor Brown, to note the appointment of contractors for a new Community and Indoor Sports Facility at an existing Council owned site at 29 Belfast Road, Saintfield.

**AHC/051/2018**      **CAPITAL SCHEME APPROVALS**

**Agreed:** On the proposal of Councillor Trainor, seconded by Councillor Burn, 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:** Appendix B from Capital Scheme Approvals report (copy circulated).

**Agreed:** On the proposal of Councillor Andrews, seconded by Councillor Kimmins, 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 Burns, seconded by Councillor Kimmins, to note the Capital Scheme Approvals Appendix B.

There being no further business the meeting ended at 7.05pm.

For consideration at Meeting of Newry, Mourne and Down District Council to be held on Monday 5 March 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 21<sup>st</sup> February 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 C Casey	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 G Stokes
Councillor D Taylor	Councillor J Tinnelly

**Officials in Attendance:** Mr L Hannaway, Chief Executive  
 Mr A Wilkinson, Interim Director Regulatory & Technical Services  
 Ms M Ward, Director of Enterprise, Regeneration and Tourism  
 Mr R Moore, Acting Neighbourhood Services Director  
 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/013/2018: APOLOGIES AND CHAIRPERSON'S REMARKS**

No apologies were received.

**RTS/014/2018: DECLARATIONS OF "CONFLICTS OF INTEREST"**

There were no declarations of "Conflicts of Interest".

**RTS/015/2018: ACTION SHEET OF THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 24 JANUARY 2018****Read:** Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 24 January 2018. *(Circulated)*.**Agreed: It was unanimously agreed to note the Action Sheet.**

In response to queries from Councillors Andrews and Casey in relation to an update on requests for bus shelters at Downpatrick Road, Killyleagh; Old Warrenpoint Road, Newry and Drummond Road, Newry, Mr Scullion advised he would be tabling a report at the March RTS



Committee Meeting giving an update on bus shelter requests and these would be included in the report.

In response to a query from Councillor Curran regarding the date of the Community Planning Partnership Meeting at which the issue of the maintenance of grass verges at the entrances to towns and villages would be discussed at, Mr Wilkinson said he would get the relevant officer to contact Councillor Curran.

In response to a query from Councillor Andrews regarding the launch of the Anti-Litter and Dog Fouling Strategies, Mr Dinsmore confirmed the first meeting of Enforcement Officers would be held on 1 March 2018 and an update provided after that meeting.

**RTS/016/2018: REGULATORY & TECHNICAL SERVICES BUSINESS PLAN UPDATE Q3**

**Read:** Regulatory and Technical Services Business Plan Update Q3. *(Circulated)*.

**Agreed:** **It was unanimously agreed to note the R&TS Business Plan Update for Q3.**

**FOR CONSIDERATION AND/OR DECISION – BUILDING CONTROL**

**RTS/017/2018: PROPOSED DEVELOPMENT NAMING FOR NEW HOUSING DEVELOPMENT AT CLONTAFLEECE ROAD, BURREN**

**Read:** Report dated 21 February 2018 from Mr Colm Jackson, Assistant Director of Enterprise, Regeneration and Tourism (Building Control & Regulation) regarding the proposed development naming for new Housing Development at Clontafleece Road, Burren. *(Circulated)*.

Councillor Tinnelly proposed that the Committee approve the name for the new housing development at Clontafleece Road, Burren as proposed by the Developer. There was no seconder for this proposal.

Councillor Stokes proposed and Councillor Craig seconded to recommend rejection of the proposed name "Carrick Court" and request the Developer to submit an alternative name that does not conflict with the criteria within the Street Naming Policy.

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

FOR:	13
AGAINST:	1
ABSTENTIONS:	Nil

The proposal was declared carried.

**AGREED:** **On the proposal of Councillor Stokes, seconded by Councillor Craig it was agreed to recommend rejection of the proposed name "Carrick Court" and request the Developer to submit an alternative name that does not conflict with the criteria within the Street Naming Policy.**



**FOR CONSIDERATION AND/OR DECISION – PLANNING****RTS/018/2018: JANUARY 2018 - PLANNING COMMITTEE PERFORMANCE REPORT**

**Read:** Report on Planning Committee Performance for January 2018 (*Circulated*).

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

In response to a query from Councillor Craig, Mr McKay said that the average number of live applications per Case Officer in Newry, Mourne and Down was substantially higher than in most of the other Councils. However he was content that by this time next year the backlog of applications would be processed and added that 3 new suitably qualified officers had recently been recruited to fill vacant posts.

Councillor Ruane said it was essential that planning performance did not stagnate and said all measures which needed to be put in place should be done so, including overtime for staff and additional meetings of the Planning Committee, if required.

**RTS/019/2018: 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/020/2018: CURRENT APPEALS – DECEMBER 2017**

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

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

**FOR CONSIDERATION AND/OR DECISION  
– FACILITIES MANAGEMENT & MAINTENANCE****RTS/021/2018: APPOINTMENT OF CONTRACTOR RE: EXTENSION AT LOUGH INCH CEMETERY**

**Read:** Report dated 21 February 2018 from Mr Kevin Scullion, Assistant Director Facilities Management and Maintenance, regarding the appointment of Contractor re: extension at Lough Inch Cemetery. (*Circulated*)

**Agreed:** **On the proposal of Councillor Andrews, seconded by Councillor Burns, it was agreed to recommend approval of the appointment of Whitemountain Quarries to complete the works to extend Lough Inch Cemetery at an estimated cost of £170,000, which was within the capital budget for this project**

**FOR CONSIDERATION AND/OR DECISION – WASTE MANAGEMENT****RTS/022/2018: ATTENDANCE AT ARC 21 CONFERENCE – ADVANCING A MUNICIPAL WASTE SERVICE**

**Read:** Report dated 21 February 2018 from Mr L Dinsmore, Head of Waste Processing, regarding the appointment of Councillors and Officers to attendance an Arc 21 Conference. *(Circulated)*

**Agreed:** **On the proposal of Councillor Craig, seconded by Councillor Stokes, it was agreed to recommend that the following attend be invited to attend: -**

- **All 41 Councillors**
- **Interested Officers to be nominated by the Director, from Waste Services**

**RTS/023/2018: GLASS COLLECTION ASSESSMENT**

Mr Wilkinson advised a report on glass collection was previously considered by the R&TS Committee and following this there was a recommendation that an Options Appraisal be undertaken to review all options relating to blue bins and the collection of glass. As part of this updated assessment WDR & RT Taggart would be giving a presentation which included TEEP outcomes.

Mr Adrian Thompson, WDR and RT Taggart, then gave a presentation on options appraisal for glass in blue bins. *(Presentation attached)*.

A question and answer session followed during which Members welcomed the detailed presentation and raised the following issues:-

- The option being proposed now was very similar to an option previously proposed by a Member of the Committee 6 months ago – why did officers feel there was a need to revisit the situation?
- £3m had been allocated in the capital budget for new bespoke refuse collection vehicles which would not now be needed.
- Nowhere in the original TEEP report did it state that glass had to be removed from the collection service.
- The report presented by Taggart made it abundantly clear which service option should be implemented – was there any downside to the mingling of glass and paper?
- Some Members had expressed concerns about the proposals in the previous report to Committee and felt the figures were not very clear. The use of caddies had health and safety implications for staff who had to lift and empty them and there was also the potential that glass would be put in black bins and thereby reduce recycling rates.
- A lot had changed in the recycling industry since the report on glass collection had previously been before Committee and there was now a strong recommendation from the Director on the preferred option, following further assessment and a second TEEP report.
- It was important to note that it would be at least one year before a co-mingled collection was implemented in the former legacy Down Council area as the current

contract did not allow for glass collection in blue bins for this area. An implementation plan for the co-mingled collection needed to be drawn up.

In response Mr Wilkinson said there had been a lot of changes in processing of waste. He said 5 months ago the Council would have been advised by the Department and arc21 that glass had to be separated but in the intervening period the way waste was being processed had changed considerably and co-mingled collections could now go through high quality processing to get a high quality end material.

Mr Wilkinson said an in-house Project Team had been set up which involved talks with staff on the ground and also consultations with the Waste Strategy Group. Taggart had been appointed to examine costs and options in relation to various collection models and as a result the position was now very clear that co-mingling of recyclables should be continued and extended.

Mr Wilkinson confirmed the Capital Programme contained funding for the replacement vehicles that were needed for the service.

**Read:** Report dated 21 February 2018 from Mr L Dinsmore, Head of Waste Purchasing, regarding Options Appraisal and glass collection assessment for Newry, Mourne and Down District Council.  
*(Circulated).*

**Agreed:** **On the proposal of Councillor Stokes, seconded by Councillor Fitzpatrick, it was unanimously agreed to recommend , following consideration of the Report submitted by WDR and RT Taggart's Review by the Project Team and discussion with the Waste Strategy Group, that Newry, Mourne and Down Council, extend a co-mingled collection service across its District for the collection of paper, card, metals and glass, as soon as possible and targeted for implementation by 1 April 2019.**

**It was also recommended that the Director of Neighbourhood Services arrange for the preparation of a Report, to be submitted to the March Meeting of the Regulatory and Technical Services Committee, which clearly details a Project Plan, with timelines to achieve an implementation of a co-mingled collection service, for MDR Wastes, across the Council District by 1 April 2019, at latest.**

**Report to address issues such as: -**

- **Route Optimisation**
- **Procurement issues relating to tendering for disposal of Co-Mingled Mixed Dry Recyclates, as collected by Council's collection services, across the Council District.**
- **Relevant timelines and reporting dates to achieve state objectives.**

**It was recommended that collection method as is proposed, be reviewed should the MDR contract be renewed or changed**

**again at some time in the future, to reappraise market conditions and recycle rates achieved at that point in time.**

The Chairperson of the Committee and Members thanked Mr Wilkinson and his staff for the work they had done on this issue and extended their best wishes to Adam in his new role.

**RTS/023/2018: REPORT OF WASTE STRATEGY WORKING GROUP**

**Read:** Report of Waste Strategy Working Group Meeting held on 8 February 2018. *(Circulated)*

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

**RTS/024/2018: WRAP LETTER –PLASTIC WASTE & RECYCLING STRATEGY**

**Read:** Letter dated 9 February 2018 from Wrap regarding the Plastic Waste & Recycling Strategy. *(Circulated)*

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

**RTS/025/2018: HISTORIC ACTION SHEET**

**Read:** Historic Action Sheet *(Circulated)*.

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

**RTS/026/2018: CONGRATULATIONS**

Councillor Fitzpatrick congratulated five year old Charlie Hamilton-Cooper and his family who had won the Newry, Mourne and Down Litter Heroes Award at the Live Here Love Here Community Awards Ceremony. She said this was a great achievement for Charlie who regularly took part in beach clean-ups.

There being no further business the meeting ended at 7.10 pm.

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

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

**Signed: Mr A Wilkinson**  
**Interim Director Regulatory & Technical Services**





WDR & RT TAGGART

ARCHITECTURE

CIVIL ENGINEERING

STRUCTURAL ENGINEERING

WASTE AND ENERGY

MASTERPLANNING

TOWN PLANNING

LANDSCAPE

HEALTH AND SAFETY

PROJECT MANAGEMENT

BIM CONSULTANTS

**Adrian Thompson**

# MDR – Glass Collection Options Assessment



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

**Wednesday 21<sup>st</sup> February 2018**

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## PROGRAMME

- Councils Legal Requirements
- Terms of Reference
- TEEP Route Map
- Glass Collection Options Assessed
- Assessment of Options
- Quality of Recyclate
- Cost of Service
- Impact on Recycling Rates
- Glass Capture Rate
- Public Perception
- TEEP Outcomes
- Preferred Option

# Councils Legal Requirements

58

WDR &amp; RT TAGGART

- Regulation 18 of the Waste Regulations (Northern Ireland) 2011
- Requires the separate collection of:
  - Paper
  - Plastic
  - Metal
  - Glass
- Unless it is not Technically, Environmentally and Economically Practicable (TEEP)
- Must pass all 3 tests





# Terms of Reference

59

WDR &amp; RT TAGGART

## Assessment of options associated with glass collection

- Review current systems and quantity of glass collected
- Determine a preferred option based on costs, quantity and quality of recyclate

Source separated kerbside collection system was previously discounted by the Council



# TEEP Route Map

WDR &amp; RT TAGGART



**Steps 1 and 2 - Background information**

**Step 3 - Covers regulation 17 for the waste hierarchy, therefore not included in the assessment.**

**Step 4 - Covers regulation 18 for source segregation tests (necessity / practicability tests).**

**Steps 5 to 7 - Post assessment, involving sign off, evidence retention and re-evaluation.**

# Glass Collection Options Assessed

61

WDR &amp; RT TAGGART

To ascertain the most preferable option for the collection of mixed dry recyclables, the following options were assessed:

- Glass collected in bottle banks
- Glass not included in co-mingled collection but in a separate kerbside collection:
  - Either with separate vehicles
  - Or via a RCV with a glass pod
- Glass included in fully co-mingled collection along with other mixed dry recyclables





# Assessment of Options

WDR &amp; RT TAGGART

Each of the above options were scored against six criteria, each with equal weighting. The scoring for the options under each criteria is as below:

- 1 – Least Preferable
- 2 – Neutral Impact
- 3 – Most Preferable

As no option scored better than the fully co-mingled collection of glass, the most preferable option would be to operate the co-mingled collection of MDR including glass across the entirety of the Council

\*Assumed bottle banks would result in glass in the (Newry) blue bin under a contract where this cannot be processed

Criteria	Fully Co-Mingled Collection	Separate Kerbside Collection	Bottle Bank Collection
Ability to divert further glass from the black bin	3	2	1
Contamination in co-mingled collection	3	2	1
Cost of collection service	2	1	3
Potential negative impact on recycling rates	3	2	1
Public perception and participation in the service	3	2	1
Quality of paper and card*	2	3	1
<b>Total Score ( / 18)</b>	<b>16</b>	<b>12</b>	<b>8</b>

# Detailed Assessment – Quality of Recyclate

63

WDR &amp; RT TAGGART

**At present co-mingled MDR, including glass, approximately 57% of Council area**

**Evidence suggests that co-mingled recyclables are subject to a higher processing costs**

**WRAP Case Study ‘Aldridge plant’ Birmingham:**

- **MRF which accepts glass co-mingled**
- **Produces marketable materials to paper mills in UK and Europe**
- **75% of the glass processed to ensure the glass cullet acceptable by re-processors**

**[www.letsrecycle.com](http://www.letsrecycle.com), Re-Gen Waste Ltd:**

- **Contract with High 5 Recycling Group**
- **95% of the glass processed by Re-Gen back to bottle**



# Detailed Assessment – Cost of Service

## Costs of Bottle Bank Operation

Item	Cost
<b>Transition Costs</b>	
Education	£30,000
Vehicles for attendants of bottle banks for cleaning / maintenance (2 Vehicles)	£60,000
<b>Total Transition Cost</b>	<b>£90,000</b>
<b>Operational Costs</b>	
Bottle bank contract	£0
Saving on MDR processing contract <sup>1</sup>	-£215,100
Staff for cleaning/maintenance of bottle banks (2No.)	£61,600
Potential additional costs due to increased residual waste <sup>2</sup>	£223,700
<b>Additional operating cost over and above existing service</b>	<b>£70,200</b>

\*Figure rounded to the nearest £100.

<sup>1</sup>MDR processing cost based on contract for MDR without glass.

<sup>2</sup>Potential increase in residual tonnage in Newry and Mourne area equivalent to current Down composition (26%) glass. Therefore, 1,904 tonnes



# Detailed Assessment – Cost of Service

## Co-Mingled Collection with Separate Glass Collection

Item	Cost
<b>Transition Costs</b>	
Education	£30,000
5 glass collection vehicles (4 operational + 1 spare)	£550,000
1 glass box and lid per household <sup>1</sup>	£257,300
<b>Total Transition Cost</b>	<b>£837,300</b>
<b>Annual Operational Costs</b>	
Saving on MDR processing contract <sup>2</sup>	-£215,100
Glass processing contract <sup>3</sup>	£0
4 Vehicle drivers for separate collection vehicle <sup>4</sup>	£123,300
8 Loaders , 2 per vehicle <sup>5</sup>	£222,000
Vehicle maintenance <sup>6</sup>	£12,000
Savings on residual waste disposal of glass <sup>7</sup>	-£342,600
<b>Additional operating cost over and above existing service</b>	<b>-£200,400</b>

\*Figure rounded to nearest £100

<sup>1</sup>Based on 68,606 households

<sup>2</sup>MDR processing cost

<sup>3</sup>Assumed as zero value and zero processing costs.

<sup>4</sup>Council net cost of employee £30,836.

<sup>5</sup>Council net cost of employee £27,747.

<sup>6</sup>Council estimate of £3,000/year/vehicle.

<sup>7</sup>Based on the potential to divert 3,195 tonnes of glass from Down



# Detailed Assessment – Cost of Service

66

WDR &amp; RT TAGGART

## Co-Mingled Collection with Separate Glass Collection Via Pod Vehicle (Implemented over Vehicle Replacement)

Item	Cost
<b>Transition Costs</b>	
Education	£30,000
Additional cost of glass pod when purchasing vehicles (13)	£325,000
Additional vehicles due to increased collection round time <sup>1</sup> (4)	£740,000
Additional 7.5t vehicle for assisted lift collections (3)	£330,000
1 glass pod per household <sup>2</sup>	£205,800
<b>Total Transition Cost</b>	<b>£1,630,800</b>
<b>Annual Operational Costs</b>	
Savings on MDR processing contract <sup>3</sup>	-£215,100
Glass processing contract <sup>4</sup>	£0
Additional staff costs due to increased collection round time <sup>5</sup>	£280,600
Driver for assisted lift collections	£92,400
Vehicle maintenance <sup>6</sup>	£57,000
Savings on residual waste disposal of glass <sup>7</sup>	-£342,600
<b>Additional operating cost over and above existing service</b>	<b>-£127,700</b>

\*Figure rounded to the nearest £100.

<sup>1</sup>Collection round will take 25% longer due to two containers to empty, glass pod and bin. Based on 50% of crew time spent collecting bins. Therefore, a 25% increase in collection time is estimated to require 4 additional vehicles at a cost of £185,000.

<sup>2</sup>Based on 68,606 households.

<sup>3</sup>MDR processing cost based on contract for MDR without glass.

<sup>4</sup>Assumed as zero value and zero processing costs.

<sup>5</sup>Council net cost of driver £30,836. Council net cost of collection crew employee £27,747. Currently 13 rounds with 1 driver and 2 collection crew. Collection round will take 25% longer due to two containers to empty, glass pod and bin. Based on 50% of crew time spent collecting bins.

<sup>6</sup>Council estimate of £3k/year per vehicle for 7.5t and £12k for RCV

<sup>7</sup>Based on the potential to divert 3,195 tonnes of glass from Down

# Detailed Assessment – Cost of Service

## Co-Mingled Collection with Separate Glass Collection Via Pod Vehicle (Implemented Year 1)

Item	Cost
<b>Transition Costs</b>	
Education	£30,000
Additional cost of glass pod when purchasing vehicles <sup>1</sup> (17)	£3,145,000
Additional 7.5t vehicle for assisted lift collections (3)	£330,000
1 glass pod per household <sup>2</sup>	£205,800
<b>Total Transition Cost</b>	<b>£3,710,800</b>
<b>Annual Operational Costs</b>	
Savings on MDR processing contract <sup>3</sup>	-£215,100
Glass processing contract <sup>4</sup>	£0
Additional staff costs due to increased collection round time <sup>5</sup>	£280,600
Drivers for assisted lift collections	£92,400
Vehicle maintenance <sup>6</sup>	£57,000
Savings on residual waste disposal of glass <sup>7</sup>	-£342,600
<b>Additional operating cost over and above existing service</b>	<b>-£127,700</b>

<sup>1</sup>Figure rounded to the nearest £100.

<sup>1</sup>Collection round will take 25% longer due to two containers to empty, glass pod and bin. Based on 50% of crew time spent collecting bins. Therefore, a 25% increase in collection time is estimated to require 17 vehicles at a cost of £185,000.

<sup>2</sup>Based on 68,606 households.

<sup>3</sup>MDR processing cost based on contract for MDR without glass.

<sup>4</sup>Assumed as zero value and zero processing costs.

<sup>5</sup>Council net cost of driver £30,836. Council net cost of collection crew employee £27,747. Currently 13 rounds with 1 driver and 2 collection crew. It is considered that the collection round will take 25% longer due to two containers to empty, glass pod and bin. Based on 50% of crew time spent collecting bins.

<sup>6</sup>Council estimate of £3k/year per vehicle for 7.5t and £12k for RCV.

<sup>7</sup>Based on the potential to divert 3,195 tonnes of glass from Down.



# Detailed Assessment – Cost of Service

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## Co-Mingled Collection Including Glass

Item	Cost
<b>Transition Costs</b>	
Education <sup>1</sup>	£15,000
<b>Total Transition Cost</b>	<b>£15,000</b>
<b>Annual Operational Costs</b>	
Increase in MDR processing contract <sup>2</sup>	£79,000
Savings on residual waste disposal of glass <sup>3</sup>	-£342,600
<b>Additional operating cost over and above existing service</b>	<b>-£263,600</b>

\*Figure rounded to the nearest £100

<sup>1</sup>Based on 68,606 households.

<sup>2</sup>Potential MDR contract rate of £55/t)

<sup>3</sup>Based on the potential to divert 3,195 tonnes of glass from Down

# Detailed Assessment – Cost of Service

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## Comparison of Collection Options Transition and Operational Costs

Option	Bottle Banks	Co-Mingled with Separate Glass Vehicle	Co-Mingled with Separate Glass Via Pod Vehicle - Over 7 Years	Co-Mingled with Separate Glass Via Pod – Year 1	Co-Mingled Including Glass
Transition Costs	£90,000	£837,300	£1,630,800	£3,710,800	£15,000
Additional Operating Cost	£70,200	-£200,400	-£127,700	-£127,700	-£263,600*

\*A reduction in the current co-mingled MDR including glass processing cost, due to economies of scale and greater tonnage, would result in significant annual savings. Savings could be in the order of £10/t+

# Detailed Assessment – Impact on Recycling Rates

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- **Increased effort to segregate waste is likely to result in poorer participation or miss-use of service**
- **Removal of glass from the blue bin in Newry & Mourne could result in glass in the black bin, reducing recycling rate**
- **WRAP Report 'Household Waste Recycling Centre Guide' 2012, areas of social deprivation, increased economic pressure results in recycling receiving a low priority. Therefore, greater efforts are required to change the public's participation of kerbside segregation**
- **26.7% of the waste analysed for the legacy Down area was glass**
- **Glass volume in Down black bin potentially due to not having a kerbside collection of glass**
- **Potential that 4,500 tonnes of glass in legacy Down black bin**
- **By comparison 7.8% of the black bin in Newry & Mourne was glass**
- **Potential to significantly increase recycling rates**



# Detailed Assessment – Glass Capture Rate

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## 2016/17 Validated Figures

Newry, Mourne and Down District Council glass capture rate 34%

Northern Ireland average 39%

Mid Ulster District Council glass capture rate 53% (co-mingled collection including glass)

## 2014/15 Validated Figures

Magherafelt District Council 57%

Newry and Mourne District Council 51%

Dungannon and South Tyrone Borough Council 44%

Cookstown District Council 44%

Northern Ireland Average 41%

All the above had co-mingled collections including glass



# Detailed Assessment – Public Perception

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- The convenience of a recycling service is key to the success of diverting recyclables from the black bin
- Cambridge City Council, Cambridge Council (2012) - fully co-mingled MDR collection service
  - Overall participation rate of 91%
  - Most common materials recycled were paper (36%), glass (31%) and card (15%)
  - Co-mingled collection of glass allowed a capture rate of 89%
- NM&D District Council currently have a co-mingled collection including glass to 57% of households
- This presents the Council with an issue as a greater kerbside service provided to the majority of households
- If glass was removed from the blue bin in Newry & Mourne this could receive resistance from householders and could ultimately have a negative impact on participation in the recycling scheme
- This could result in glass not being presented for separate collection, either ending up in the black bin or being deposited in the blue bin, due to historic behaviours. The latter would result in non-contract material in the blue bin with associated additional treatment costs



# TEEP Outcomes

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Collection System	Technical Practicability	Environmental Practicability	Economic Practicability
<b>Household kerbside collection system</b>			
Co-mingled with bottle banks	✓	X	X
Co-mingled collection with separate glass collection	X	X	X
Co-mingled collection with separate glass collection via pod vehicle	X	✓	X
Fully co-mingled kerbside collection	✓	✓	✓

# Preferred Option

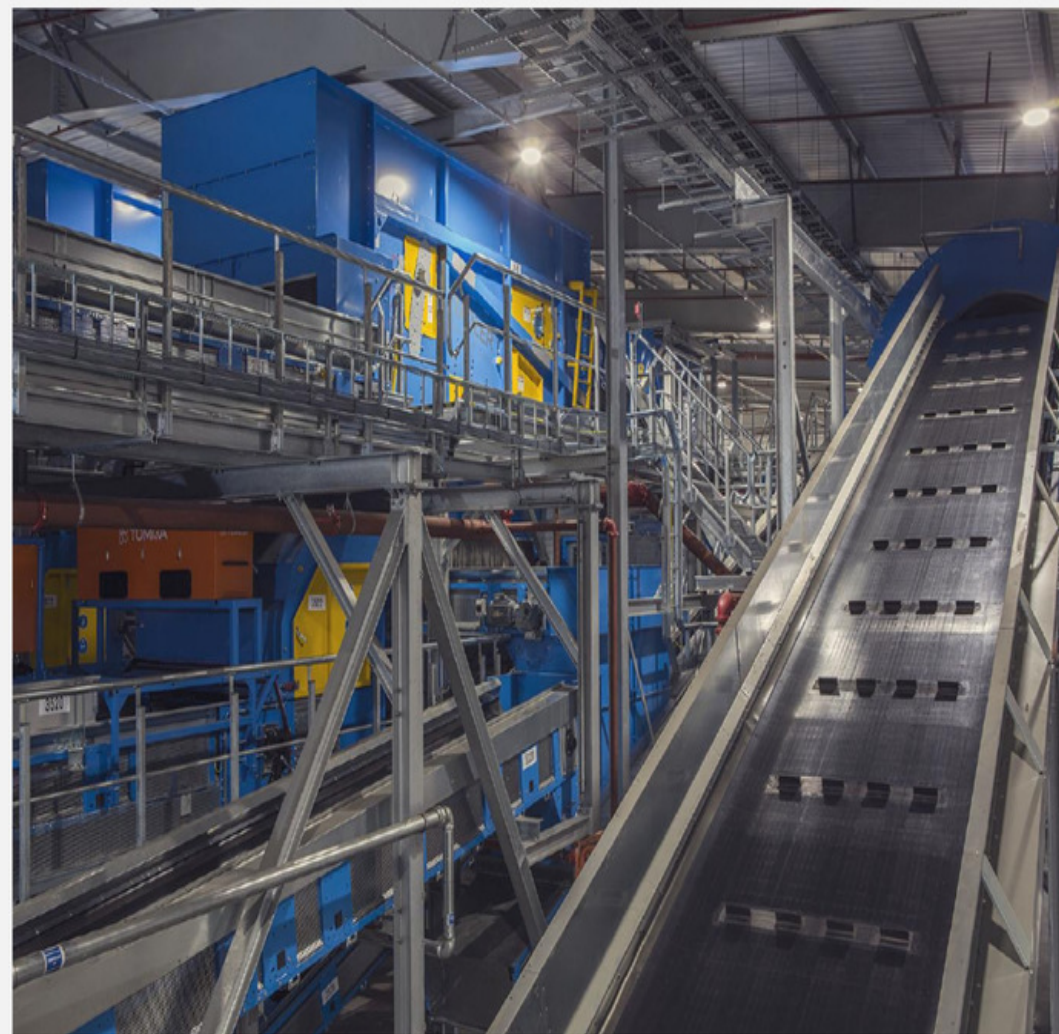
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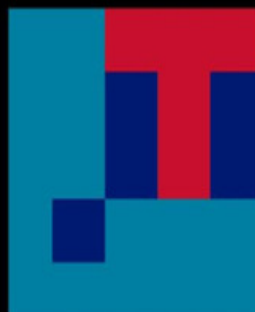
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## Co-mingled collection of MDR including glass

### Assessed as having:

- Little to no transition costs
- Low operational cost
- Ensures consistency of service to the majority of households
- Has the potential to increase recycling rates
- Potential for reduced contract rate therefore annual saving
- Unsure if separate glass collection would deliver annual savings due to
  - Limited container capacity
  - Large transition costs in year 1
  - Potential vehicle reliability issues – additional hydraulics






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 Date 19 February 2018  
 Email democraticservices@fermanaghomagham.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  
 District Council Offices  
 O'Hagan House  
 Monaghan Row  
 Newry BT35 8DJ



Dear <sup>Liam</sup> ~~Mr~~ Hannaway,

**RE: Motion on Gambling**

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

**“Fermanagh and Omagh District Council, notes the damage gambling can do to both individuals and families;**

- 1. Requests that Fermanagh and Omagh District Council writes to all the registered Political Party Leaders in the North and South of Ireland as well as registered Political Party Leaders in England, Scotland and Wales asking for their support and commitment in banning all Gambling adverts from Television, Print Media and Social Media.**
- 2. Requests that Fermanagh and Omagh District Council invites the 10 other Councils to support this motion by also writing to all the Party Leaders asking that gambling adverts are banned from Television, Print Media and Social Media.”**

In discussing this motion, Members commented on: -

- the devastating impact gambling addiction can have on a person's mental health which in some cases has contributed to the high levels of suicide;
- the general impact of gambling addiction particularly on young people; and
- the ripple effect of such an addiction on a person's family and professional life.

The Council has asked that I write to you to seek your support for this Motion by taking the action requested as outlined above at point 2.

I hope you will look favourably on the Council's request and we look forward to receiving your response in due course.

Yours sincerely

**Brendan Hegarty**  
 Chief Executive