



19.03.2020 Updated Guidelines for Public Access to our Buildings

We greatly appreciate your cooperation in helping to reduce the transmission of coronavirus (COVID19). Following on from our decision to close all public buildings, except where statutory services are delivered at Newry Town Hall, Downshire Civic Centre and Monaghan Row, the following protocols are in place.

- Those registering births, deaths and marriages should present at the main reception area to submit their forms.
- Those submitting planning or building control applications should present at the main entrance to the building and use the box provided.
- Any queries in respect of Building Control or Planning Applications should be submitted by email (buildingcontrol@nmandd.org / planning@nmandd.org) or by telephone to the appropriate service number (see link below).
- Try to make any required payments over the phone.
- While Council and Committee meetings are not closed to the public, we strongly advise residents to be mindful of the latest government advice on the social distancing measures we should all be taking to reduce social interaction.
- At all times, access to our buildings is subject to compliance with current Public Health Agency guidance: www.publichealth.hscni.net/

Please think before visiting a Council building. We encourage you in the first instance to telephone our service numbers for advice. As a reminder, details can be found at: www.newrymournedown.org/new-telephone-numbers

Chief Executive, Marie Ward

Oifig an Iúir, Newry Office, O'Hagan House, Monaghan Row, Newry BT35 8DJ
Oifig Dhún Pádraig, Downpatrick Office, Downshire Civic Centre, Downshire Estate, Ardglass Road, Downpatrick BT30 6GQ