

Report to:	Active and Healthy Communities
Date of Meeting:	20 June 2016
Subject:	DEA Fora update
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active and Health Communities
Contact Officer (Including Job Title):	Janine Hillen, Assistant Director of Community Engagement Suzanne Rice, DEA Coordinator Crotlieve

Decisions required:	
Members are asked to note the contents of the report:-	
<ul style="list-style-type: none"> • The closing of the independent nominations process • Approval for actions arising from DEA meetings 	
1.0	Purpose and Background:
1.1	<p>The nomination process for independent members to each DEA Forum closed on Friday 8th April 2016. 36 applications were received from across the seven DEA's by the closing date. (An additional 7 applications received after the closing date). Following assessment of the applications by Sector Matters on the criteria set, 18 independent members have now been appointed following consideration at the DEA private meetings. Further clarification was requested on 13 nominations and these are each being considered at individual private DEA meetings.</p> <p>The second round of DEA public meetings will take place over a three week period in June 2016 and successful independent members will be introduced at each meeting.</p>
2.0	Key issues:
2.1	A number of recommendations have been forwarded by DEA Forums for consideration by AHC and are detailed in the attached minutes and action sheets.
3.0	Recommendations:
3.1	<p>Members are asked to note the contents of the report, and the closing of the Independent nominations process</p> <p>Approval for recommendations arising from DEA meetings</p>
4.0	Resource implications
4.1	Not Applicable

5.0	Equality and good relations implications:
5.1	Not Applicable
6.0	Appendices
	DEA for a minutes and actions sheets

ACTION SHEET- Rowallane DEA - 25th May 2016 at 4pm in The Market House, Ballynahinch

ITEM	SUBJECT	RECOMMENDATION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
Chairperson's remarks	Apprentice Boys parade Ballynahinch. Easter Monday 2017	<ul style="list-style-type: none"> • Research funding for the provision of 15 portaloos as this would currently fall outside the Council support for festivals and events. • Approval to be sought from Alison Robb to park coaches on the hockey pitches at Langley Road 	<p>Ellen to investigate alternative sources of funding.</p> <p>Ellen to contact Alison Robb.</p>
Chairperson's remarks.	Delamont Park Toilet opening hours complaints received from Rowallane constituents	<ul style="list-style-type: none"> • Simon Boyle, Park Manager, Delamont, be asked to attend two of the private meetings a year to discuss operation of the park and its development. • Council Officials to meet with Rowallane Councillors to discuss the problem of unavailability of toilets in Delamont. 	Ellen to approach Marie Ward with a view to Simon attending 2 forum meetings a year and to request a meeting to address complaint received with Council Officials.
ROW6//2016	Update on Nominations.	<ul style="list-style-type: none"> • Lise Curran (CDRCN) and Martyn Todd, Ellen & Cllr Burgess to meet on 1st June at 12.00 noon to do induction, Cllr Walker to stand in if Cllr Burgess not available. 	Ellen to organise.
ROW6/6/2016	Update on Bonfire issues	<ul style="list-style-type: none"> • It was agreed that a recommendation be made to ask AHC Committee to support the reinstatement of the Bonfire Liaison Committee through the Policing and Community Safety Partnership as they had looked after this committee historically. 	AHC to consider – Ellen to advise Assistant Director of Community Engagement

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Minutes of Downpatrick District Electoral Area (DEA) Public Meeting held on Wednesday 24th February, 2016 at 7.00 pm in Ballymote Community and Business Centre, 40 Killough Road, Downpatrick BT30 6PY.

In the Chair Councillor Colin McGrath

In attendance: **(Councillors)**

Dermot Curran

(Officials)

Mrs H McKee, Asst. Director Community Planning, Mrs Janine Hillen, Asst. Director Community Engagement, Mr Liam Hannaway, Chief Executive, Mr M Lipsett, Director of Active and Healthy Communities, Ms Jenna Maghie , NICVA/Sector Matters, Ms Ellen Brennan DEA Coordinator (Rowallane), Ms Priscilla McAlinden DEA Coordinator (Slieve Croob), Mr David Patterson DEA Coordinator (Downpatrick), Ms Kathleen Magee DEA Coordinator (Mournes), Ms Suzanne Rice DEA Coordinator (Crotlieve), Ms Kerri Morrow DEA Coordinator (Newry), Ms Kate Bingham DEA Coordinator (Slieve Gullion)

DOW/1/2015

APOLOGIES

Councillor Naomi Bailie
Councillor Cadogan Enright
Councillor Gareth Sharvin

BUSINESS

DOW/2016/2

Welcome and Introductions

Councillor McGrath welcomed everyone to the first public meeting of Downpatrick DEA and introduced himself and other Downpatrick Councillors attending. Apologies from Councillors Naomi Bailie, Cadogan Enright and Gareth Sharvin were recorded.

Noted:

The Chairperson's introductions were noted.

DOW/2016/3

Chairperson's remarks

Councillor McGrath stated that he hoped to keep the meeting as informal as possible and outlined the format of the evening. He advised that then DEA Forum was seeking nominations from networks of people from the business, voluntary and community sectors

and outlined the process for the benefit of those present and then invited David Patterson to make his presentation on why the Forum had been established.

Noted: Chairperson's remarks were noted.

DOW/2016/4 Presentation on Downpatrick DEA

David explained that since the Local Government (NI) Act 2014 the Council were now responsible for Community Planning and the 7 DEA's had been formed ensure engagement and consultation at grass roots level. He outlined what work the Forum would be undertaking and how the process would be structured. In addition he advised that 8 nominations for membership was being sought from representatives of the community, voluntary and business sectors to become Forum members. David stated that in order to be nominated groups/individuals would have to demonstrate that they represented a network of people or interest areas.

Noted: At the conclusion of his presentation the Chairperson thanked David for an informative and interesting insight into the work that Downpatrick DEA would be doing in the future. The Chairperson then asked Jenna Maghie, NICVA to commence her presentation.

DOW/2016/5 DEA Presentation by NICVA

For the benefit of the audience Jenny outlined what was meant by community planning and how NICVA / Sector Matters were assisting the Council in getting nominations to the Forum. She identified that NICVA was very supportive of the approach being taken by Newry, Mourne and Down District Council in seeking to develop an effective process to ensure the voluntary and community sector were involved as a strong partner in community planning. She encouraged community and voluntary sector networks to put forward nominations to the DEA Forum.

Noted: The content of the presentation was noted.

DOW/2016/6 Question and Answer Session

A range of questions on the intended structure for community planning, time scales and the process for nomination of potential Forum members by networks were responded to by the Chair and by Council staff in attendance.

Heather McKee, Assistant Director, Community Planning advised that while the plan ran to 2030, it would be reviewed every 2 years and could be amended on an ongoing basis.

Queries on the structure and reporting within the Community Planning process were also addressed by the Assistant Director, Community Planning.

Clarification was sought on definition of a network and how the nomination process would be approached which were responded to by Janine Hillen, Asst. Director of Community Engagement and Jenna Maghie, NICVA.

All attending were reminded that final version nomination forms would be available from the NMDDC website from 9 March 2016.

Agreed: All questions had been answered and their response noted.

DOW/2016/7 Close of Meeting

Attendees were reminded that if they had not had a chance to ask their question they could complete a question form contained in their pack and either hand it to David following the meeting or email it at a later date. The Chairperson advised that the meeting would be followed by a presentation on PEACE IV funding and suggested that it would be in the interest of everyone present to stay and find out what could be available to them.

The Chairperson drew the meeting to a close by thanking everyone for attending and stated he was delighted with the impressive turnout.

There being no further business the meeting concluded at 8.05 pm

Signed:

Chairperson

Ref: SG/MIN/1

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ACTION SHEET- Slieve Gullion District Electoral Area Meeting – 26 April 2016

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/SG/29/2016	WiFi in Bessbrook Community Centre	<ul style="list-style-type: none"> Proposal put forward through the Active and Healthy Communities Committee that the Council formally considers the installation of WiFi in Bessbrook Community Centre. 	Included in the Slieve Gullion DEA minutes of meeting which will go to the Active and Healthy Communities Committee.
DEA/SG/30/2016	Mullaghbawn Community Centre	<ul style="list-style-type: none"> Organise a meeting between the Slieve Gullion Elected Members, Officers and the Parish to assess the leaking roof at Mullaghbawn Community Centre. 	

ACTION SHEET – Crotlieve District Electoral Area Meeting on 26 April 2016

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/C/12/2016	Bell's Amusement Funfair in Warrenpoint 2016	One official complaint regarding the relocation of Bells Amusement to the front shore area. Residents wanted reassurance that this was not to be a permanent fixture each year. Residents were also disappointed to have found out on social media.	Administration Department to consider residents concerns for future requests to use the carpark at Warrenpoint front shore for events such as the Funfair.
DEA/C/13/2016	Request by Mr N Boylan, Balmoral Hotel, for Marquee in Square July/August 2016	Additional information requested from Mr Neil Boylan was received.	DEA Forum collectively agreed that Enterprise, Regeneration & Tourism Dept. consider refusing this request with regret.
DEA/C/14/2016	Request for funding from Warrenpoint Town Football Club	Warrenpoint Town FC advised to submit an application to the Councils Financial Assistance for the contribution towards an economic appraisal for their proposed development plans.	This will be considered by the Active & Healthy Communities Dept and the Strategic Planning & Performance Dept.
DEA/C/15/2016	Community Landfill Application re Burren Village Green upgrade	No further update.	On-going
DEA/C/16/2016	Traffic issues at Burren Road	Roads Service already have their plan of work programme for the new financial year.	DEA Co-ordinator Suzanne Rice to ask Transport NI for further clarification in if a traffic study can be undertaken at this time.
DEA/C/17/2016	Opening of Narrow Water Keep	NIEA hope to know in the next two weeks the opening hours for the keep during the summer months.	Warrenpoint Heritage Collective Group is considering potential funding options with the assistance of the DEA Co-ordinator. On-going

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/C/19/2016	Review of DEA Forum Nomination Forms	Six nominations were received. Nomination 1 and Nomination 6 have been appointed to the Crotlieve DEA forum and will be notified by letter and invited to attend future meetings of the Forum.	Sector Matters to proceed with issuing official notification to successful candidates. DEA Co-ordinator Suzanne Rice to ask Nominations 2, 3, 4, 5 to resubmit applications with additional information requested from <i>Sector Matters</i> for reconsideration and review at a special meeting of the Crotlieve DEA Forum to be arranged by the Co-ordinator.
DEA/C/22/2016	Community Centre Review	Suzanne Rice advised that Council will be undertaking an audit review of all Council owned and Council run facilities and that there are three in the Crotlieve area. Cllr McAteer stated that it is essential that groups are aware well in advance of recurrent expenditure.	The Community Services Section of AHC to consider ensuring that all groups are made aware of the recurrent expenditure process well in advance.
DEA/C/23/2016	Chairperson and Vice Chairperson of Crotlieve DEA	Councillors discussed the position of Chair & Vice Chair of the DEA Forum and agreed that this should be rotated on a 12 month basis effective from October 2016 and that nominations would be submitted at that time.	Active & Healthy Communities to consider the request by Crotlieve DEA Councillors to rotate the position of Chair and Vice Chair of the Forum on a 12 month basis effective from October 2016.

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/C/24/2016	Carparking at Hilltown Square	Hilltown Community Association have raised their concerns to elected members regarding the issue of long term parking at Hilltown Square carpark. Discussion revealed that there is currently an ongoing review of public car parking across the district and members requested that Hilltown Square be considered in this review.	Crotlieve DEA Co-Ordinator to relay to Hilltown Community Association that Council are currently undertaking a review of all public carparking across the district and that Hilltown Square will be considered as part of this review.
DEA/C/26/2016	Capital Projects	Seamus Crossey to schedule a meeting with Crotlieve Councillors to update on Warrenpoint EI Scheme.	Capital Projects Officer Seamus Crossey to arrange meeting with Crotlieve Councillors to update on Warrenpoint EI Scheme
DEA/C/28/2016	Planning Application – Campbell’s Garage, Rostrevor	Crotlieve Councillors advised that they had attended a meeting at Campbell’s Garage, Rostrevor regarding their planning application and it was proposed that contact be made with the Planning Department to advise that this issue is be progressed.	Crotlieve DEA Co-Ordinator to relay to the Planning Department the concerns from Crotlieve Councillors regarding the time frame since the planning application from Campbell’s Garage Rostrevor had been submitted.
DEA/C/29/2016	Request for use of Burren Village Green for community event.	Cllr McAteer requested that Council allow the use of Burren Village Green for a community event on 28 August 2016.	Crotlieve DEA Co-Ordinator to relay request for use of Burren Village Green for a community event on 28 August 2016 to the Administration Department.
DEA/C/30/2016	Request for use of Council barriers.	On behalf of Warrenpoint Fire & Rescue Service, Cllr Carr requested use of 40 barriers for their 100 Year Anniversary Celebrations to be held on 25 June 2016	Crotlieve DEA Co-Ordinator to request from Community Services Section of AHC use of 40 barriers to Warrenpoint Fire & Rescue Service on 25 June 2016.

Minutes of Downpatrick DEA Forum
held at 9.00 am, Wednesday 17 February 2016, Meeting Room 1,
Downshire Civic Centre, Ardglass Road, Downpatrick

Present

Councillor Dermot Curran

Councillor Cadogan Enright

David Patterson, DEA Coordinator

1. Apologies

Councillor Colin McGrath, Councillor Naomi Bailie, Councillor Gareth Sharvin

2. Coordinator's Report

David Patterson gave a brief resume of work to date since his appointment as DEA Coordinator (Downpatrick). He is now located at Ballymote Community and Business Centre, 40 Killough Road, Downpatrick BT30 6PY Tel: 028 44 612311 / Mobile: 07971 567894. This location affords a close link with CDRCN community development workers, three of whom are working with particular reference to the Downpatrick DEA. David also acts as the DSD-sponsored Neighbourhood Renewal Coordinator for the Downpatrick Neighbourhood Renewal Area.

Work to date has included: initial meetings with DEA councillors (3 out of 5); review of early DEA meetings / issues identified; review / familiarisation with existing village plans in area; collation of a contact database in preparation for the first Downpatrick DEA public meeting; issue of first DEA Newsletter / invitations to public meetings; meetings with groups / networks. Current work is focused developing a common agenda for all DEAs first public meetings in late February and early March 2016.

3. First DEA Public Meeting

The first Downpatrick DEA Public meeting is planned to be held in the Ballymote Community and Business Centre on Wednesday 24th February to a common agenda with other DEA Public meetings. Rowallane DEA meeting to be held on 23rd February, Slieve Croob on 25th February with others to follow in early March. Speech to be provided for Cllr McGrath as DEA Chair. An animated presentation will be used to explain the background to Community Planning, the role of the DEA Forum as the mechanism for community engagement, and inviting nominations from local networks to be considered by NICVA / Sector Matters in the first instance. The new call for applications

to Newry, Mourne and Down Council's Financial Assistance programme will also be promoted.

The second half of the public meeting will be a consultation on the 2014-2020 Peace IV programme, managed by the NMDDC Programmes Unit.

It is intended that DEAs will hold 3 public meetings per year to enable wider public communication and feedback in addition to private Forum meetings attended by DEA elected members and nominated representatives.

4. **Discussion**

Cllr Enright noted the intention to establish the DEA Forums as a mechanism of community engagement and raised a number of concerns, including:

Work to take forward legacy projects of Down District Council that were in his view no longer being supported by identified staff or specific working groups with elected members' input. This included BRIG (Ballyhornan Realm Interagency Group), Down hospital and Downshire public sector campus projects, and Downpatrick masterplan. He expressed concern that these projects did not appear to have moved forward.

He also expressed concern at the timescale for nomination and induction of Forum members and in regard to the process of consultation which appeared to involve two years of discussion with non-elected representatives to formulate an action plan. In his opinion this raised questions over senior management's perception of the competence of elected members.

Cllr Curran concurred with Cllr Enright's comments.

[Cllr Curran left the meeting at 09.45 am]

Cllr Enright identified that a number of village plans in the Downpatrick DEA had been commissioned and drawn up during the last period of Down District Council in anticipation of the new community planning arrangements and potential for accessing funding from the 2014-2020 Rural Development Programme and other sources. In his view these represented a strong base for local community planning having been developed through significant consultation with the local communities. Village communities should be assisted to present these plans for the attention of the Forum and to the Council's Planning Service. He felt that these plans were yet to be properly considered and included in the community planning process.

Cllr Enright suggested that an appropriate way forward should be more project focused and should include re-instating BRIG meetings, as well as a Downpatrick masterplan meeting to include progress on the Down Leisure Centre, and work in regard to the Down public sector campus, addressing traffic congestion and the Downe Hospital campaign.

Cllr Enright asked that David Patterson raise these issues with AHC Director, Michael Lipsett.

5. Date of next meeting

Downpatrick DEA Forum Public Meeting – 7.00pm, Wednesday 24 February 2016. Venue: Ballymote Community and Business Centre, 40 Killough Road, Downpatrick

Next Downpatrick DEA Forum Private Meeting – to be confirmed

[Meeting closed at 10.15 am]

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Ref: NT/MIN/1/2016

**Minutes of Newry District Electoral Area Meeting held on Thursday
21 April 2016 at 3 pm in the Canavan Room, Sean Hollywood Arts Centre,
Newry**

In attendance: Cllr Harte
Cllr G Stokes
Cllr C Casey

Also in Attendance: L Foster, Sector Matters

Council Officials in Attendance: Ms K Morrow, Newry DEA Co-ordinator
Ms R Lewis, Administrative Assistant

DEA/NT/36/2016: Welcome and Apologies
Cllr Harte welcomed everyone to the Meeting.
Apologies from Cllr L Kimmins and Cllr K McAteer

DEA/NT/37/2016: Nominations
L Foster, Sector Matters stated that eight nominations had been received and two late applications.

1. Wilbert McKee – Altnaveigh House
2. Eileen Murphy – Wellbeing Action Partnership
3. Noreen Rice – Neighbourhood Renewal
4. Jacinta Linden – SPACE
5. Ewan Morgan – CRJ Newry/Armagh
6. Lynn Bradley – Newry, Mourne and Down Youth Work Strategy Partnership
7. Raymond Jackson, CCG
8. Brian Lockhart, Orange Order

Late Applications:

1. Newry Bid
2. Newry & Mourne Enterprise Agency

After discussion it was agreed that on the proposal of Cllr Stokes and seconded by Cllr Casey. Applicants, 3, 6 and 7 are accepted. Sector Matters to request additional information from the other 5 applicants, ie more written confirmation such as Memorandum of Understanding and a clear indication who they represent.

K Morrow stated that it would be advisable to wait on the replies before any decision could be made on the late applicants and

another meeting would be convened in the near future to discuss this.

DEA/NT/38/2016: Public Meeting

K Morrow said that the next Public Meeting will be held at the end of June 2016. Date, time and venue to be confirmed.

There being no further business the meeting ended at 4 pm.

Signed:

Chairperson

Signed:

Vice Chairperson

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Ref: NT/MIN/1/2016

**Minutes of Newry District Electoral Area Meeting held on Thursday
7 April 2016 at 9:30 am in the Canavan room, Sean Hollywood Arts Centre,
Bank Parade, Newry**

Chairperson: Cllr V Harte

In attendance: **Councillors**

Cllr D Hyland
Cllr L Kimmins

Officials

Ms K Morrow, Newry DEA Co-ordinator
Ms R Lewis, Administrative Assistant

Also in attendance: Ms P Byrne, NIHE
Mr C Mackin, Principal, St Patrick's PS, Newry
Ms W McKeown, Assistant Principal, St Patrick's PS, Newry
Ms M Hanna, Board of Governors, St Patrick's PS, Newry
Mr M Cunningham, Resident

DEA/NT/24/2016: **Welcome and apologies**

Cllr C Casey
Cllr K McAteer
Cllr G Stokes

DEA/NT/25/2016: **Minutes of last meeting on 18 February 2016**

On the proposal of Cllr Hyland and seconded by Cllr Harte the Minutes of the last meeting on 18 February 2016 were adopted.

DEA/NT/26/2016: **Action Sheet**

DEA/NT/17/2016 – Environmental Health/PR – Ongoing.

DEA/NT/23/2016 – Bull's Hill, Newry. K Morrow advised that she had researched this with Planner and there were no specific requirements on file from Roads Service in terms of traffic management. K Morrow to send letter to Transport NI regarding lack of street lighting and traffic enforcement measures at this location.

Councillors also raised the following issues:

- Top of O'Neill Avenue – Cars parking both sides of the road since the yellow box markings have worn away.
- Yellow box markings at Sugar Island needs repainting.

It was suggested that Councillors forward K Morrow a list of their issues and she will contact Transport NI and provide a monthly update.

DEA/NT/27/2016: Minutes of Public Meeting held on 3 March 2016

On the proposal of Cllr Kimmins and seconded by Cllr Hyland the Minutes of the Public Meeting on 3 March 2016 were adopted.

DEA/NT/28/2016: DEA Co-ordinator's Report

K Morrow stated the nominations for public representatives on the Newry DEA will close on Friday 8 April 2016. A Newry DEA Meeting to discuss the nominations will be held on Thursday 21 April 2016 at 3 pm in the Canavan Room, Sean Hollywood Arts Centre.

DEA/NT/29-33/2016: No issues.

DEA/NT/34/2016: Meeting with St Patrick's Primary School

Mr C Mackin, Ms W McKeown, and Ms M Hanna, Representatives from St Patrick's PS, Newry and Mr M Cunningham, local resident in the area along with Ms P Byrne, NIHE attended the Meeting to discuss:

- 1) Roadway - Front of school – This road is now in a state of disrepair. K Morrow advised that at this point in time there had been no declared ownership. C Mackin to seek legal advice regarding potential ownership acquisition. K Morrow advised that Council legal team suggestion a soft closure may be put in place for a 6 – 10 week period with contact details on display to determine usage but that ownership would be confirmed prior to any action is undertaken.
- 2) Bin – Located in front of school – K Morrow to contact L Dinsmore regarding location of bin, potential for relocation and information about collection schedule. K Morrow to investigate these issues and report back next meeting.

DEA/NT/35/2016: Any Other Business

K Morrow reminded the Councillors of the Magnet YAC 1916 Easter Rising Art Project.

There being no further business the meeting ended at 11:00 am.

Signed: **Chairperson**

Signed: **Vice Chairperson**

NT/MIN/1

ACTION SHEET- Newry District Electoral Area Meeting – 7/4/16

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ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/NT/23/2016 DEA/NT/26/2016	Bulls Hill, Newry Various roads issues	Councillors to provide K Morrow with a list of road issues. K Morrow to contact Transport NI and report back on a monthly basis on progress.	K Morrow to contact Transport NI regarding Bulls Hill and other roads issues and provide monthly update.
DEA/NT/34/2016	Meeting with St Patrick's Primary School	<ol style="list-style-type: none"> 1) Roadway - Front of school – This road is now in a state of disrepair. K Morrow advised that at this point in time there had been no declared ownership. C Mackin to seek legal advice regarding potential ownership acquisition. K Morrow advised that Council legal team suggestion a soft closure may be put in place for a 6 – 10 week period with contact details on display to determine usage but that ownership would be confirmed prior to any action is undertaken. 2) Bin – Located in front of school – K Morrow to contact L Dinsmore regarding location of bin, potential for relocation and information about collection schedule. K Morrow to investigate these issues and report back next meeting. 	K Morrow to investigate all these issues and report back.

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/NT/23/2016 DEA/NT/26/2016	NEWRY Various roads issues	Councillors to provide K Morrow with a list of road issues. K Morrow to contact Transport NI and report back on a monthly basis on progress.	K Morrow to contact Transport NI regarding Bulls Hill and other roads issues and provide monthly update.
ITEM 1 07/04/16	BULLS HILL/ AILEEN TERRACE HOUSING DEVELOPMENT	Councillors request that the road known as 'Bulls Hill' be safety assessed by Transport NI and subsequent measures to be taken to reduce risk factors. Residents within the newly built housing development known as Aileen Terrace/Bulls Hill are currently facing issues regarding speeding, general road safety and limited provision of street lighting. Councillors request consideration be given to the following actions <ul style="list-style-type: none"> - introduction of reduced speeding limits - road closure at top of laneway - one way traffic flow - improved/increased street lighting at site 	
ITEM 2 07/04/16	O'NEILL AVENUE	Councillors request that road markings in particular a yellow hatched box be listed for remarking.	
ITEM 3 07/04/16	SUGAR ISLAND	Councillors request that road markings in particular the pedestrian crossing be listed for remarking.	

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Minutes of District Electoral Area, Rowallane Meeting held on 25th May 2016 at 4pm in The Market House, Ballynahinch

ROW6/MIN

Chairperson: Cllr William Walker

In attendance: (Councillors)

Cllr Terry Andrews Cllr Patrick Brown
Cllr Harry Harvey

(Officials)

Ms Ellen Brennan, DEA Coordinator
Mr James Campbell, Environmental Health
Mr Philip Irvine, DEA Coordinator (Minutes)

Apologies: Cllr Robert Burgess

1. Chairperson's Remarks

Cllr Walker thanked the group for attending.

Cllr Walker advised that the Apprentice Boys would be holding their parade in Ballynahinch on Easter Monday 2017 and requested agreement that an approach could be made to Council to use the Hockey pitches on Langley Rd for the parking of buses.

Cllr Walker also asked that the council be approached to provide funding for 15 Portaloos for this event as they had done so in the past. Ellen advised that Council's policy on support for festivals and events does not include portaloos and suggested that alternative sources of funding should be explored.

Councillors **unanimously recommended** that these request be supported.

ACTION: Ellen to approach Alison Robb to seek permission to use Langley Hockey Pitches on Easter Monday 2017 and investigate how best to resource the provision of portaloos for the event.

Cllr Walker raised an issue where he had received a complaint from a Teacher who had 25 pupils at Delamont Park after 6pm and could not use the toilet facilities as they were locked. Cllr Andrews stated that in his opinion

Delamont needed to receive additional funding to ensure such vital facilities were open for public use. Keen to ensure that Delamont was being marketed and resourced adequately the members asked that Simon Boyle, Park Manager, be asked to attend two of the private meetings. His attendance would ensure that Forum support and, if required, intervention could be given to the promotion and development of Delamont.

ACTION:- Ellen to arrange for Councillors to meet with Council Officials to address this issue.

3. Minutes and Action Sheet of 19th April 2016 meeting.

The minutes of 19th April 2016 were **proposed** by Cllr Andrews and **Seconded** by Cllr Harvey.

Ellen advised that all actions contained in the Action sheet had been attended to and that she was to meet with Cllr Brown straight after this meeting to discuss the Westland's play area.

ACTION: Noted

4. Forum Members

The two new Forum members Lise Curran (CDRCN) and Martyn Todd, SDA were to be invited to meet with Ellen & Cllr Burgess to do induction, on operating protocols, code of conduct etc. on Wednesday 1st July at 12.00 noon. Cllr Walker to stand in if Cllr Burgess not available.

ACTION: Noted

5. Celebratory Bonfires throughout the district.

Cllr Walker raised the issue of Bonfires around the area and voiced his concern that the good work undertaken by the Bonfire Liaison Committee would be lost.

Ellen advised that there was still £500 for diversionary activities & £250 for Training events still available for those groups who sign up to the councils Bonfire policy. She further advised that in order to prevent the progress that had been made regarding bonfires be lost she had agreed to look after them until a new policy is developed.

ACTION:- Following discussion it was **AGREED** by all Councillors that a recommendation be made to approach the Policing and Community Safety Partnership to have the Bonfire Liaison Committee be re-established.

6. Co-ordinators update.

Ellen Brennan provided a report to the group updating them on progress to date.

ACTION: Noted

7. Arrangements for the next Public Meeting

Ellen circulated the proposed agenda for the meeting to take place on Wednesday 8th June at 7.00 p.m. in The War Memorial Hall, Crossgar for member's comments and asked that each of the councillors choose one of the 4 themes to facilitate discussion at the round table meeting.

Action: It was **AGREED** that the Chair would remain at the table allocated to the representatives from the 2020 Rural Development Programme and Councillor Brown would take the theme of Tourism and Economic Development, Councillor Walker chose Community Safety and Good Relations, with Councillor Andrews leading the discussion on Planning and Spatial Development and Councillor Harvey facilitating the Health and Wellbeing theme discussions.

Cllr Walker finished by commending Ellen for her excellent work and thanked the group for attending and drew the meeting to a close at 4.35pm.

Signed

Signed

Chairman

Vice Chairman

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

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CROT/MIN/1

**Minutes of the private Meeting of Crotlieve District Electoral Area (DEA)
held on Tuesday 26 April 2016 at 2:00pm in the Boardroom,
Warrenpoint Town Hall**

In the Chair: Councillor Declan McAteer**In attendance:** **Councillors**
Gillian Fitzpatrick
Jarlath Tinnelly
Michael Carr
Mickey Ruane
Sinéad Ennis**Officials**Mrs Suzanne Rice, DEA Co-ordinator (Crotlieve)
Ms Michelle Grant, Administrative Assistant
Louise Foster, NICVA/Sector Matters**Apologies:** None**Welcome and Apologies**

Chairperson Councillor McAteer welcomed everyone to the meeting. It was agreed to take Item No. 5 first which is the DEA Independent Nomination forms.

**DEA/C/19/2016 REVIEW OF CROTLIEVE DEA FORUM INDEPENDENT
NOMINATION FORMS**

Louise Foster from Sector Matters outlined and reviewed the nominations received for independent membership on the Crotlieve DEA forum. Six nominations were received. After lengthy discussions it was agreed to appoint Nomination 1 and Nomination 6 to the Crotlieve DEA forum. Nominations 2, 3, 4 and 5 to be asked to resubmit applications with additional information requested from Sector Matters for reconsideration and review. It was noted that nominations were not received from the Business, Arts and Youth sectors.

2:45pm Councillor Sinead Ennis left the meeting.

3:30pm Louise Foster left the meeting.

**DEA/C/20/2016 MINUTES OF CROTLIEVE DEA MEETING HELD ON
18 FEBRUARY 2016 (circulated).**

AGREED: On the proposal of Councillor Ruane, seconded by Councillor McAteer the minutes of the meeting on 18 February 2016 were approved.

**DEA/C/20/2016 UPDATE ON ACTION SHEET FROM CROTLIEVE DEA
MEETING HELD ON 18 FEBRUARY 2016 (circulated).**

DEA/C/12/2016 Bell's Amusement Funfair in Warrenpoint 2016

Suzanne advised that there was one official complaint regarding the relocation of Bells Amusement to the shorefront through the council's complaint system. Councillor Carr advised that he had received a number of complaints and stated that residents wanted reassurance that this was not to be a permanent fixture each year. Residents were also disappointed to have found out on social media. DEA Coordinator advised that the information was out on social media before the household flyer was distributed. The Forum also noted that there were also positive comments about the location and was very busy and well attended on a number of the days there.

DEA/C/13/2016 Request by Mr N Boylan, Balmoral Hotel, for Marquee
in Square July/August 2016

Suzanne advised that the additional information requested by Mr Neil Boylan from the last DEA meeting for permission to site a marquee (bar/music/toilets) in Warrenpoint from 10 June to 10 July 2016 for the Euro 2016 games had been received. Discussions continued on the request with the new information and in particular the impact on the residents. It was collectively agreed by Crotlieve Councillors that ERT consider refusing this request with regret.

DEA/C/14/2016 Request for funding from Warrenpoint Town Football
Club

Suzanne advised the DEA Forum that she had contacted representatives from Warrenpoint Town FC to advise that they should submit an application to the Councils Financial Assistance for the contribution towards an economic appraisal for their proposed development plans.

DEA/C/16/2016 Traffic issues at Burren Road

Suzanne informed members that Roads Service had contacted Council by email to advise that they had already determined their plans of work programme for the new financial year and this information was submitted to Council in Spring each year for the following financial year.

Councillor Ruane advised the programme submitted is for actual works and the forum are at this stage requesting a Traffic Study to determine speed and traffic flow. It was agreed that Suzanne go back to Roads Service/Transport NI for further clarification in whether a study can be undertaken at this time.

DEA/C/17/2016 Opening of Narrow Water Keep

Suzanne updated members that she had spoken with representatives from NIEA to request a meeting and to determine the exact opening hours for the keep during the summer months. She advised that NIEA hope to have this finalised within the next two weeks. Warrenpoint Heritage Collective Group is considering potential funding options with the assistance of the DEA Co-ordinator. Councillor McAteer asked that this item is kept on the agenda as is on-going.

DEA/C/18/2016 Fiddlers Green 30th Anniversary (24 to 31 July 2016)

The DEA Forum were advised that the Director of ERT is in discussions with representatives from the Fiddlers Green festival. Councillor Tinnelly advised that discussions are ongoing.

DEA/C/21/2016 **UPDATE ON COMMUNITY ENGAGEMENT**

Read: Draft Community Engagement Strategy
Communications Engagement community framework and plan
Communications Plan

Suzanne advised members that the Council has produced a draft Engagement Strategy which outlines Councils commitment to engaging with the Community. Suzanne advised that the Communications Plan details how the Crotlieve DEA forum will engage. The above documents were noted.

DEA/C/22/2016 COMMUNITY CENTRE REVIEW

Suzanne informed members that Council following approval at the recent AHC meeting will be undertaking an audit of, in the first instance, Council owned, Council run facilities. Suzanne advised that this audit of effectiveness will impact on three centres in Crotlieve. Councillor Carr enquired why an external organisation is undertaking the review. Councillor McAteer stated that it is essential that groups are aware well in advance of recurrent expenditure.

DEA/C/23/2016 ROTATION OF CHAIRPERSON AND VICE CHAIRPERSON OF CROTLIEVE DEA

Councillors agreed that the Chair and Vice Chair should hold positions for a 12-month period. The new chair and vice chair will take positions in October 2016. It was agreed that Councillors will nominate Chair and vice Chair at this time

AGREED: It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Carr to hold positions for one year.

DEA/C/24/2016 HILLTOWN SQUARE, MAIN STREET, HILLTOWN

Councillors discussed the issue of long-term parking in Hilltown Square. All Crotlieve Councillors were notified of this by representatives from Hilltown CA. Discussions continued on the review of public car parking in this district and asked this issue and similar carparks be considered in the review. Councillor Fitzpatrick asked that the DEA Co-ordinator advise the representatives from Hilltown CA that the Councillors collectively has considered this and provide outcome.

DEA/C/25/2016 DEA CO-ORDINATORS REPORT

Suzanne provided an update on the funding workshop, assistance and guidance provided to groups applying to the Councils Financial Assistance programme, DEA public meeting and possible Good Relations funding for each DEA through OFMDFM. Suzanne advised that the Burren Vision Group are requesting a letter from Council supporting their application to Space and Place for funding towards a community facility. This item will be included on the May AHC for consideration.

DEA/C/26/2016 CAPITAL PROJECTS

Seamus Crossey to schedule a meeting with Crotlieve Councillors on E.I. Scheme in Warrenpoint. Scheme is currently on schedule. There was some discussion on timing and location of works and concerns regarding its impact on wheelchair users.

DEA/C/27/2016 A2 WARRENPOINT – ROSTREVOR EMERGENCY UPGRADE WORKS

Councillor Tinnelly addressed his concerns at the road works (A2) between Warrenpoint and Rostrevor and its impact on the Rath Road and number of vehicles using it. Councillors discussed this issue in detail and determined that the work is on schedule with a single lane opening next week.

DEA/C/28/2016 PLANNING APPLICATION – CAMPBELL’S GARAGE, ROSTREVOR

Councillors discussed a meeting that they attended at Campbells Garage regarding their planning application the previous day. After some lengthy discussion on this item, it was agreed collectively that the DEA Co-ordinator contact the Planning Department to raise concern regarding the time frame since this application has been submitted.

DEA/C/29/2016 REQUEST FOR USE OF BURREN VILLAGE GREEN

Councillor McAteer requested that the Council allow the use of Burren Village Green for a community event on 28th August 2016.

DEA/C/30/2016 REQUEST FOR USE OF COUNCIL BARRIERS

Councillor Carr requested that the Council provide barriers to Warrenpoint Fire Station for an event in June 2016 as part of the Fire Services 100 year anniversary celebrations.

There being no further business the meeting ended at 4:40pm

Signed: _____

Chairperson

Signed: _____

Vice Chairperson



NEWRY MOURNE AND DOWN DISTRICT COUNCIL

Minutes of the private Meeting of Slieve Gullion District Electoral Area (DEA) held on Tuesday 26 April 2016 at 4:00pm in Cloughreagh Community Centre

Chairperson: Cllr Pete Byrne

In attendance: (Councillors)

Cllr Terry Hearty
 Cllr Mickey Larkin
 Cllr Kate Loughran
 Cllr Roisin Mulgrew

(Officials)

Mrs Kate Bingham, DEA Co-ordinator (Slieve Gullion)
 Mrs Julie McCann, Area Community Development Officer
 Mr Gavin McVeigh, Estates Surveyor
 Ms Majella McKenna, Administrative Assistant

Also in

Attendance: Ms Louise Foster, Sector Matters

DEA/SG/27/2016 Apologies

There were no apologies.

DEA/SG/28/2016 Minutes of Meeting held on 6th April 2016

On the proposal of Cllr Kate Loughran, seconded by Cllr Mickey Larkin, it was agreed to approve the minutes of the meeting held on 6 April 2016.

DEA/SG/29/2016 Action Sheet

Kate Bingham confirmed that a letter had been sent to the Chief Executive regarding the provision of WiFi in Bessbrook Community Centre. This was followed up with the



IT department and it was confirmed that the provision of WiFi will form part of the broader IT Transformation Programme, which is currently being developed. Forum members discussed the importance of providing WiFi and it was suggested that Bessbrook Community Centre could potentially be used to trial the provision of WiFi in community centres.

On the proposal of Cllr Terry Hearty, seconded by Cllr Roisin Mulgrew, it was recommended that WiFi be installed in Bessbrook Community Centre.

DEA/SG/30/2016 Leaking Roof at Mullaghbawn Community Centre

Gavin McVeigh advised that an independent inspection of the leaking roof at Mullaghbawn Community Centre was carried out by AAES which confirmed that the damage is limited. As the Council currently leases the building from the Parish, it was agreed that the Parish should be contacted in writing and updated regarding the leaking roof and the impact on the building. It was also agreed that a meeting should be arranged on site with all parties to assess the roof further. The Council will also seek legal advice in order to ascertain where the responsibility lies for repairing the roof.

Gavin McVeigh left the meeting at 4.45 p.m.

DEA/SG/31/2016 Community Centre Review

Julie McCann provided an overview of the Community Centre Review which will be carried out by the County Down Rural Community Network (CDRCN) and the Confederation of Community Groups (CCG). In the first instance, this will involve an audit of Council owned facilities which are run by the community in order to determine the strengths and weaknesses of each community centre, identify good practice and ascertain where support and assistance may be required going forward. CDRCN will meet the relevant Community Associations over the next few months and report their findings back to Council.

Julie McCann left the meeting at 5.05 p.m.

DEA/SG/32/2016 Slieve Gullion DEA Forum - Assessment of External Nominations

Louise Foster from Sector Matters outlined and reviewed the nominations received for independent membership on the Slieve Gullion DEA forum. Nine nominations were received in total, as well as one late nomination. After lengthy discussions it was agreed to:



- Appoint 3 nominations
- Request further information from 3 nominations for re-consideration at the next DEA meeting
- Suggest 2 nominations consider the possibility of partnering
- Send non-progression letters to two nominations

It was noted that no nominations were received from the Business or Youth sectors. Statutory organisations can however be invited to attend DEA meetings.

There being no further business, the meeting ended at 6.50pm

Signed: _____
Chairperson

Signed: _____
Vice Chairperson

NT/MIN/1

ACTION SHEET- Newry District Electoral Area Meeting – 18/2/16

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/NT/17/2016	Environmental Health PR	A newspaper article be placed in the local press regarding the functions of the Environmental Health Section	G McKinley to place an article in the local press regarding the functions of the Environmental Health Section
DEA/NT/23/2016	Bulls Hill, Newry	A Meeting with Apex Housing Association, TransportNI (formerly DOE Roads Service) and the PSNI to address the lack of street lighting in the area and a single road to be invited to the next available DEA Meeting. The Planners background to be obtained prior to this Meeting being convened.	K Morrow to consult with the Planners regarding the Housing Development at Bulls Hill and invite the relevant Statutory Bodies to the next available DEA Meeting.

Comment [RL1]:

Comment [RL2]:

Comment [RL3]:

NEWRY, MOURNE & DOWN DISTRICT COUNCIL**Ref: NT/MIN/1/2016**

**Minutes of Newry District Electoral Area Meeting held on Thursday
18 February 2016 at 3:30 pm in the Boardroom, Newry Town Hall, Newry**

Chairperson: Cllr V Harte**Vice Chairperson: Cllr G Stokes****In attendance: (Councillors)**

Cllr C Casey Cllr D Hyland
Cllr L Kimmins Cllr K McAteer

(Officials)

Ms J Hillen, Assistant Director, Community Engagement
Ms K Morrow, Newry DEA Co-ordinator
Ms R Lewis, Administrative Assistant

DEA/NT/12/2016: Welcome and Apologies:

Councillor K McAteer.

DEA/NT/12/2016: Minutes of last Meeting held on 21 January 2016

On the proposal of Cllr Kimmins and seconded by Cllr Hyland the Minutes of the last meeting on 21 January 2016 were adopted.

DEA/NT/13/2016: Action Sheet

DEA/NT/5/2015 – Fisher Park Railings – K Morrow advised that this matter is now closed, the removal of the railings is not happening.

DEA/NT/11/2016 – Update Report Phase 2 Newry Leisure Centre – K Morrow advised that this was being dealt with by the relevant Council Official.

DEA/NT/14/2016: Amended meeting schedule

Next meeting scheduled for Thursday 3 March 2016 at 7 pm in the Carroll Gallery, Sean Hollywood Arts Centre.

DEA/NT/15/2016: DEA Co-ordinator's Report

K Morrow provided an update. Ongoing advertising regarding Newry Public Meeting via Social Media.

K Morrow rang through a quick presentation for the Public Meeting. The NICVA nomination process will be presented at the Public Meeting. If Councillors have any issues they can raise these through K Morrow or J Hillen.

K Morrow referred to funding workshops being held in each DEA, this has been advertised through Social Media. Voluntary Contribution funding applications will open on Monday 22 February 2016 with closing date Friday 11 March 2016.

K Morrow referred to the 'Around the World Through Sport' Event to be held on 12 March 2016. K Morrow reminded Cllrs about the YAFTA's Awards Night to be held on 22 March 2016.

K Morrow stated that there is £100 available to the first 25 groups participating in the St Patrick's Day Parade in Newry on Thursday 17 March 2016. There is also an arts workshop that will assist the groups in their float for the parade. Cllrs to promote this via Social Media.

DEA/NT/16/2016: Presentation by SIF

S McAlinden and L McGahan from Network Personnel gave a presentation on their Work IT Programme.

S McAlinden stated that the Working Programme has 160 spaces. There are 96 spaces filled in the 16 – 17 age group and 18 spaces filled in the 18+ age group. This Programme provides a 48 weeks period of employment at 30 hours per week with on the job training, qualifications and support. There are 48 spaces available in the Newry Area. Applicants must reside in the SOA (Super Output Areas). K Morrow to forward list of eligible SOAs to Cllrs.

L McGahan referred to the Community Projects Opportunities where groups can apply for a £200 grant to clean up their area. L McGahan can provide help and assistance with the application process. Application turnaround is one week.

Cllrs praised the SIF Representatives on their Presentation.

DEA/NT/17/2016: Introduction to Environmental Health Officer

G McKinley, Senior Environmental Health Officer was welcomed to the Meeting. G McKinley stated that she was the Senior Environmental Health Officer assigned to the Newry Town DEA and asked the Councillors if they had any issues they wished to discuss. (Action Sheet attached.)

DEA/NT/18-22/2016: No issues.

DEA/NT/23/2016: Any Other Business

Cllr Kimmins referred to the Housing Development located at Bulls Hill, Newry, BT358FL. There is a lack of street lighting in the area and a single road that needs to be addressed. A Meeting with Apex Housing Association, TransportNI (formerly DOE Roads Service) and the PSNI to be invited to the next available DEA Meeting. The Planners background to be obtained prior to this Meeting being convened.

There being no further business the meeting ended at 4:40 pm.

Signed:
Chairperson

Signed:
Vice Chairperson

Report to:	Active and Healthy Communities
Date of Meeting:	20 June 2016
Subject:	Update on the Areas at Risk Community Educational classes in Bessbrook and Crossmaglen community centres.
Reporting Officer	Michael Lipsett, Director of Active & Healthy Communities
Contact Officer	Janine Hillen, Assistant Director Julie McCann, Play Development Officer

Decisions required:

Members are asked to note the contents of the report.

1.0	Purpose and Background:																					
1.1	<p>Newry, Mourne and Down District Council receive £30,000 from Dept for Communities for both Crossmaglen and Bessbrook Community Centres to facilitate community educational classes. The information below outlines the classes run in the financial year 2015/2016 and the agreed programme for 2016/2017.</p> <p>The AAR programme has proven to be beneficial in both areas. As a result of these programmes community activity has increased. Participants are volunteering in other elements of community life e.g. assisting with flower arranging in local churches, volunteering as first aiders with the first responders group as well as becoming more active in arranging local community events and festivals</p>																					
2.0	Key issues:																					
2.1	<table border="1"> <thead> <tr> <th><u>2015/16 - Crossmaglen.</u></th> <th><u>2015/16 - Bessbrook</u></th> </tr> </thead> <tbody> <tr> <td>First responders training 1 full day x 2</td> <td>Kids allotment project</td> </tr> <tr> <td>Jewellery making 3 weeks x 3 sessions</td> <td>Cookery skills for kids 5 sessions</td> </tr> <tr> <td>Fascinator making 3 weeks x 2 sessions</td> <td>Jewellery making 3 sessions x 3 weeks</td> </tr> <tr> <td>Flower arranging 8wks x 3 sessions</td> <td>Fascinator making 3 sessions x 3 weeks</td> </tr> <tr> <td>Art for beginners 9 weeks x 2 sessions</td> <td>Flower arranging 3 x 8 week sessions</td> </tr> <tr> <td>ECDL extra 16 weeks</td> <td>Art class 10 weeks</td> </tr> <tr> <td>Irish for beginners 9 weeks</td> <td>ECDL extra 16 weeks + purchase of 10 laptops and 3 printers</td> </tr> <tr> <td>Video editing 3 weeks</td> <td>Irish for beginners 18 weeks</td> </tr> <tr> <td>Social media 2 weeks</td> <td>Hockey coaching 5 weeks + purchase of hockey equipment</td> </tr> </tbody> </table>	<u>2015/16 - Crossmaglen.</u>	<u>2015/16 - Bessbrook</u>	First responders training 1 full day x 2	Kids allotment project	Jewellery making 3 weeks x 3 sessions	Cookery skills for kids 5 sessions	Fascinator making 3 weeks x 2 sessions	Jewellery making 3 sessions x 3 weeks	Flower arranging 8wks x 3 sessions	Fascinator making 3 sessions x 3 weeks	Art for beginners 9 weeks x 2 sessions	Flower arranging 3 x 8 week sessions	ECDL extra 16 weeks	Art class 10 weeks	Irish for beginners 9 weeks	ECDL extra 16 weeks + purchase of 10 laptops and 3 printers	Video editing 3 weeks	Irish for beginners 18 weeks	Social media 2 weeks	Hockey coaching 5 weeks + purchase of hockey equipment	
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	World host training 2 full days	Summer & Halloween dance academy + dance for older people 21 weeks
	Fire safety/ fire warden 1 evening	Child protection training 1 half day
	Genealogy 2 weeks	Defibrillator training 1 half day
	Irish biodiversity 6 weeks	Soccer summer academy
	Creative writing 6 weeks	
	No's attending: 300	No's attending 445
	<u>2016/17 - Crossmaglen.</u>	<u>2016/17 – Bessbrook</u>
	First responders training	School allotment project
	Fire safety/fire warden	Cookery class for Kids
	Flower arranging	Cookery skills for young adults with learning disabilities
	Basket weaving	Jewellery making
	Art for beginners	Flower arranging
	ECDL extra	Art class
	Video editing	ECDL Extra
	Social media	Irish classes for beginners
	How to be a director - youth summer camp	Summer dance academy
	Genealogy	Musical theatre summer camp
	Creative writing	Fishing Summer camp
	Music therapy	Sports summer camp
	Arm chair aerobics	Jive classes
	Mosaics	Basic First Aid
		Archery for beginners
		Zumba for beginners
		Arts and crafts class
	Target no's 215	Target no's 356
3.0	Recommendations:	
3.1	Members are asked to note the contents of the report	
4.0	Resource implications	
4.1	Council Officer time for Programme Coordination	
5.0	Equality and good relations implications:	
5.1		
6.0	Appendices	
	Not Applicable	

POLICING & COMMUNITY SAFETY PARTNERSHIP

Minutes of the Policing & Community Safety Partnership Meeting of Newry, Mourne and Down District Council held in the Boardroom, Monaghan Row, Newry on 23rd March 2016 at 6.30pm

In attendance: Terry Andrews, Newry, Mourne and Down District Council
 Audrey Byrne, Independent Member
 William Clarke, Newry, Mourne and Down District Council
 Jude Cumisky, Independent Member
 Sean Doran, Newry, Mourne and Down District Council
 Martin Fahy, Education Authority NI
 Andy Freeburn, Chief Inspector, PSNI
 Harry Harvey, Newry, Mourne and Down District Council
 Michael Heaney, Youth Justice Agency
 Una Kelly, Independent Member
 Mickey Larkin, Newry, Mourne and Down District Council (Chair)
 Roisin Leckey, Probation Board
 Kate Loughran, Newry, Mourne and Down District Council
 Owen McDonnell, NIHE
 Daniel McEvoy, Independent Member
 Grace McQuiston, Independent Member
 Ewan Morgan, Independent Member
 Declan Murphy, Independent Member
 Rod O'Hare, Northern Ireland Fire & Rescue Service
 Brian Quinn, Newry, Mourne and Down District Council
 Paul Reid, Superintendent, PSNI
 Fiona Stephens, Independent Member
 David Taylor, Newry, Mourne & Down District Council
 Amy Ward, Independent Member

Also in attendance: Liam Hannaway, Chief Executive
 Siobhan Fearon, Partnership Manager
 Katrina Hynds, PCSP Project Officer
 Andrew Kernaghan, PCSP Project Officer
 Daniel Brown, PSCP Officer
 Sarah Taggart, Democratic Services Officer

1. Apologies

Apologies were received from:-

Laura Devlin, Sinead Ennis, Brendan Whittle, Fergal O'Brien and Lesley McCombe.

2. Chairman's Remarks

- The Chairperson extended his sympathies to Sinead Ennis following a recent bereavement.
- The Chairperson stated this was the final meeting of the year and thanked Major John Parrot for his membership throughout the year and extended a welcome to Declan Murphy.
- The Chairperson welcomed Superintendent Paul Reid and Chief Inspector Andy Freeburn and commended Simon Walls for the work carried out throughout the year.
- The Chairperson stated that mileage claims needed to be claimed as soon as possible.

3. **Presentation – Neighbourhood Renewal**

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

Mr McKeivitt thanked the Chairperson for his invitation to present to the Committee stating the Neighbourhood Renewal projects have been very successful to date. Mr McKeivitt presented the following statistics:

- 41 young people were employed through TOPS scheme and 63 were employed in the OCEANS scheme.
- Mentoring has led to an increase from 37% to 68% of young people leaving school with GCSEs.
- Count read succeed programme for those parents who struggle with curriculum learning starts at P2 age and was very successful.
- Numeracy and literacy skills have increased with the levels of those young people who cannot read or write well decreasing by 17%.
- 160 people took part in health MOTs with 54% being referred onto doctors.
- 96 women took part in breast screening and 1 discovered she had cancer.
- 2200 young people involved in healthy eating programmes.
- 119 people trained in level 1 coaching.

The Chairperson thanked Mr McKeivitt for his presentation and invited questions from the Members.

Members asked the following questions:

- Where do referrals to the schemes come from?
- Community associations are not aware of the work carried out by the PCSP, is this something that can be done in conjunction with Neighbourhood Renewal?
- With regard to the Revenue Programmes, following evaluations, what has had the greatest impact in tackling inequalities?

Mr McKeivitt responded to the queries as follows:

- PBNI have a seat on the committee and referrals can come from them.

- Ms Fearon attends the Neighbourhood Renewal meetings and PCSP has a presence within the newsletter that is produced. A leaflet is planned to inform the community of who the PCSP are and what they do.
- The Creative Art Programme has had the greatest impact. 2 young people devised the idea through a youth engagement programme. The young people have an exhibition in the Canal Court.

The Chairperson thanked Mr McKeivitt for his presentation.

4. **Minutes of PCSP Meeting held on 15 December 2015**

Read: Minutes of PCSP Meeting held on 15 December 2015.

ACTION: It was AGREED on the PROPOSAL of Dan McEvoy, SECONDED by Harry Harvey, that the Minutes be agreed as an accurate record.

5. **Matters Arising**

There were no Matters Arising.

6. **Register of Interests**

Read: Report by Siobhan Fearon dated 23 March 2016 regarding Register of Interest Forms.

Ms Fearon explained that the Register of Interest Forms must be filled in and completed before leaving the meeting. She advised the forms were to be filled in by Elected Members and Independent Members.

ACTION: It was AGREED that all Members would fill in the Register of Interest forms before the meeting ended.

7. **Ratification of Action Plan**

Read: Newry, Mourne and Down Policing and Community Safety Partnership – 3 year Plan April 2016-2019. (copy circulated)

Ms Fearon advised the Action Plan has now been submitted and awaiting approval.

NOTED: The Action Plan was noted.

8. **Ratification of Funding Sub-Group**

Read: Report by Siobhan Fearon dated 23 March 2016 regarding Ratification of Funding Sub-Group

Ms Fearon advised the Funding Sub-group had met and agreed that funding applications could be received as a Community Safety project up to the maximum value of £750 based on Action Plan Headings.

NOTED: The report of the Funding Sub-Group ratification was noted.

9. Officer Report

Read: Report by PCSP officers dated 23 March 2016 regarding Officer Report.

The Chairperson asked whether any feedback had been received following the work carried out at Drumalane, Derrybeg/Barcroft.

Ms Fearon advised the PSNI have a programme organised regarding Sexual Health, Drugs/Alcohol and Getting Home Safe Programme. She stated she would forward details of the schemes in Derrybeg/Barcroft to the Chairperson.

Ewan Morgan questioned whether any statistics had been compiled as to the success of "Coffee with Cops" scheme.

Ms Fearon advised the scheme is ongoing throughout the District and done on a rota basis. Some low-key, confidence building meetings have taken place however there are no statistics recorded for these meetings.

NOTED: The report compiled by PCSP Officers was NOTED.

10. Community Safety Network Update

Dan McEvoy advised a very successful Network event took place in the Burrendale Hotel in Newcastle with 70 neighbourhood watch co-ordinators from across the District in attendance. He advised the co-ordinators had discussions on the benefits of neighbourhood watch schemes as well as the negatives.

Members who had attended the event spoke of the very positive event and the need for evaluation and assessment of all neighbourhood watch schemes.

Jude Cumiskey stated the PCSP need to support young people becoming part of neighbourhood watch groups and identify examples of best practice within other areas to support these young people.

Ms Fearon advised there are plenty of good examples of community safety projects being organised by young people.

Members felt that neighbourhood watch coordinators are generally older people who have more time to devote to the schemes. Jude Cumiskey stated

if young people are engaged in meaningful ways they could become coordinators in their own right.

NOTED: The Community Safety Network Update was NOTED.

11. CCTV Report

Read: Down CCTV Report from City Watch Lisburn dated 14th May 2015 to 17th August 2015.

NOTED: The CCTV Report was NOTED.

12. Consultation – Domestic Abuse Offence and Domestic Violence Disclosure Scheme

Read: Correspondence received from DoJ regarding Domestic Abuse Offence and Domestic Violence Disclosure Scheme.

Ms Fearon advised the consultation was a key document on how domestic violence is viewed. She stated she would circulate the draft response via e-mail and once a closing date for replies had been agreed, a response would be coordinated.

David Taylor proposed all replies to be forwarded before 8th April 2016. This was seconded by Brian Quinn.

AGREED: It was agreed on the proposal of David Taylor, seconded by Brian Quinn that any replies to the consultation be forwarded to Ms Fearon before 8th April 2016 in order that a response to the consultation can be coordinated.

13. Date of Meetings 2016-17

Read: Report from Ms Fearon dated 23 March 2016 regarding dates of Next Meetings

NOTED: The report outlining the dates of next meetings was NOTED.

14. Any Other Business

- Una Kelly asked that she receive a hard copy of the agenda for future meetings. Fiona Stephen, Dan McEvoy and Declan Murphy also requested hard copies of the agenda going forward.

AGREED: It was agreed that hard copies of the agenda be forwarded to Una Kelly, Fiona Stephen, Dan McEvoy and Declan Murphy.

- Ms Fearon advised sessions have been organised by DoJ to review PCSP expenses with a meeting being held on 6th April 2016. She stated there would be 3 sessions with the Statutory Partners from 3-4.30, Police from 5-6.30 and Independent Members from 7-8.30.
Members questioned the need for Statutory Partners to attend as they do not receive expenses. Michael Heaney advised he would respond to the DoJ asking why statutory partners need to attend the meeting.

AGREED: It was agreed that Michael Heaney would respond to the DoJ questioning the need for Statutory Partners to attend the meeting regarding expenses.

- Ms Fearon advised consultations are ongoing around Peace IV and the Council is exploring the establishment of an interim partnership made up of independent members to represent the community and voluntary sector. She stated as an interim, short-term arrangement, PCSP would be chosen to become the partnership.
Members advised they would need more information before being able to agree to sit as an interim partnership.

Mr Hannaway advised the action plan needs signed off on stage 1 and he had spoken with SEUPB who had asked if PCSP members would be willing to sit as the interim partnership to proof the action plan based on consultation.

AGREED: It was agreed that the members of PCSP would sit as an interim partnership for the purposes of Peace IV consultations.

There being no further business, the meeting finished at 8.00pm.

POLICING COMMITTEE

Minutes of PCSP Policing Partnership of Newry, Mourne and Down District Council held in the Mourne Room, Downshire Civic Centre, Downpatrick on 23 March 2016 at 8:55pm

In attendance: Terry Andrews, Newry, Mourne and Down District Council
Audrey Byrne, Independent Member
William Clarke, Newry, Mourne and Down District Council
Jude Cumisky, Independent Member
Sean Doran, Newry, Mourne and Down District Council
Andy Freeburn, Chief Inspector, PSNI
Barney O'Connor, Chief Inspector, PSNI
Harry Harvey, Newry, Mourne and Down District Council
Una Kelly, Independent Member
Mickey Larkin, Newry, Mourne and Down District Council
(Chair)
Kate Loughran, Newry, Mourne and Down District Council
Daniel McEvoy, Independent Member
Grace McQuiston, Independent Member
Ewan Morgan, Independent Member
Declan Murphy, Independent Member
Brian Quinn, Newry, Mourne and Down District Council
Paul Reid, Superintendent, PSNI
Fiona Stephens, Independent Member
David Taylor, Newry, Mourne & Down District Council
Amy Ward, Independent Member

Also in attendance: Liam Hannaway, Chief Executive
Siobhan Fearon, Partnership Manager
Sarah Taggart, Democratic Services Officer

1. Apologies

Apologies were received from:-

Laura Devlin, Sinead Ennis, Brendan Whittle, Fergal O'Brien and Lesley McCombe.

2. Minutes of PCSP Policing Partnership held on 15 December 2015

Read: Minutes of PCSP Policing Partnership held on 15 December 2015.

ACTION: It was **AGREED** on the **PROPOSAL** of Dan McEvoy **SECONDED** by Sean Doran, that the Minutes of the PCSP Policing Partnership held on 15 December 2015 be agreed as an accurate record.

3. **Matters Arising**

There were no matters arising.

4. **District Commander Report**

Read: Newry, Mourne and Down District Performance Against the Policing Plan March 2016.

Superintendent Reid presented the only red areas within the report:

To report on activity to tackle illegal drugs:

Superintendent Reid advised the numbers are down and the volume of drugs seized was up dramatically. He advised that fewer hauls are being found however the volume was much larger than in the past.

To reduce the number of non-domestic violent crimes involving injury:

Superintendent Reid advised the figures have increased by 59.

Superintendent Reid stated the rest of the report was highlighted green and officers were performing well against the Policing Plan.

Dan McEvoy questioned whether more visibility of Police would alleviate the fear of crime as older people especially are concerned about the lack of physical presence of Police on the streets.

Superintendent Reid stated he was disappointed to hear that as the organisation had restructured into local policing teams. He stated an engagement plan would be launched in the next few months with management meetings taking place each day to highlight key engagement tasks across the whole District.

5. **Draft Local Policing Plan**

Read: Draft Local Policing Plan 2016-2017

Superintendent Reid advised the Draft Local Policing Plan had been launched and took on board all the issues raised within the PCSP strategic plan married with the Policing Plan's targets and issues. Key areas are tied in with local issues.

Ewan Morgan asked what was meant by 'critical' partners.

Andy Freeburn advised all 'critical' partners have been mapped out such as neighbourhood watch coordinators.

Superintendent Reid advised the organisation has had a massive structural change in the way it carries out its operations. There were 700 officers in neighbourhood schemes prior to restructuring and now there are 200 officers focused on critical neighbourhoods. Local Policing Team officers are assigned to DEAs in order to develop a neighbourhood profile. Key individuals such as neighbourhood watch

coordinators, community groups, wardens etc. will be met by these officers on a weekly, monthly or quarterly basis.

Superintendent Reid advised that by the next meeting information on how the scheme is operating should be available for PCSP's information.

ACTION: It was **AGREED** on the **PROPSAL** of William Clarke, **SECONDED** by Grace McQuiston, that the PCSP hosts Policing Committee meetings in private and continues to host public engagement events.

6. Attendance of Statutory Bodies at Policing Committee

Ms Fearon advised it had been discussed at the DoJ Policing Board level whether to merge the PCSP and Policing Committee together in order that statutory agencies could have an input into debate and discussion areas across both agendas.

Members discussed the issue at length stating the PCSP would not be in a position to carry out the monitoring element as effectively if the statutory agencies were also included.

AGREED: It was **AGREED** on the **PROPOSAL** of Sean Doran, **SECONDED** by Una Kelly to keep the two committees as was and not invite the statutory agencies to attend the Policing Committee.

7. Notification of Senior Management Appointments and Postings

Read: Correspondence received from PSNI regarding Notification of Senior Management Appointments and Postings.

NOTED: The correspondence received from PSNI regarding Notification of Senior Management Appointments and Postings was noted.

8. Youth Volunteer Scheme

Read: The Youth Volunteer Academy Information Sheet

Andy Freeburn advised the Youth Volunteer Academy has been in existence for 6 weeks with 20 young people taking part. He stated the scheme would launch at week 10 as it was still evolving and developing as a scheme.

Members asked whether the Education Authority's Youth Services were involved in the scheme.

Andy Freeburn advised there were 3 pilots with an evaluation being completed at the end of the year. The Education Authority's Youth Service was helping to design the scheme.

NOTED: The Youth Volunteer Academy Information Sheet was noted.

9. Dates of next meetings

Read: Newry, Mourne and Down Policing Committee – Dates of Next Meetings

NOTED: The dates of the next meetings of Newry, Mourne and Down Policing Committee was noted.

There being no further business, the meeting ended at 9.00pm.

Report to:	Active and Healthy Communities
Date of Meeting:	20 June 2016
Subject:	Indoor Leisure Business Plan Requirements
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active & Healthy Communities
Contact Officer (Including Job Title):	Roland Moore, Assistant Director of Leisure and Sport

Decisions required:	
Members are asked to note the contents of the report, and consider and agree to:	
<ul style="list-style-type: none"> • Development of specific Indoor Leisure Business Plan from 2016-2020 	
1.0	Purpose and Background:
1.1	<p>How the Council delivers its indoor leisure services must be derived from its Corporate Plan. The key corporate objectives relative to indoor leisure would be "support improved health and well-being outcomes" as well as "transformed and modernised the Council, providing accessible as well as value for money services".</p> <p>How the Directorate will achieve these objectives is by:</p> <ul style="list-style-type: none"> • Promoting increased levels of physical activity • Develop targeted programmes to support improved health and well being outcomes • Identify efficiencies and opportunities for indoor leisure <p>To achieve the objectives set out above within indoor leisure, Officers have conceptualised the desired outcomes that could be achieved within this term of Council which is summarised in Section 2 for member's consideration.</p>
2.0	Key issues:
2.1	<p>By 2020, Indoor Leisure services should have a established sub-brand that should include:</p> <ul style="list-style-type: none"> • A consistent service proposition across all of our indoor leisure facilities • A consistent look and feel for all of our facilities • A single pricing strategy • Increased number of users and members • Increased variety of programmes available • Citizen focused service with improved customer engagement • Modern infrastructure across the estate • Improved use of technology <p>To achieve the above, officers recommend that a leisure specific business plan is developed focusing on key areas initially, eg. Marketing strategy and the use of IT to engage further with all current and potential customer and user groups.</p>

3.0	Recommendations:
3.1	<p>That Council engage support to develop a business plan to map out the Council's vision as detailed above based on the following areas:</p> <ul style="list-style-type: none"> • Marketing • Branding • Pricing Strategy • Opportunities for income generation • Consistent service proposition <p>This business plan will be developed over the coming months and presented to members at a later date for consideration and approval.</p>
4.0	Resource implications
4.1	This will involve engagement with a 3 rd party as set out in sections 2 and 3. The costs of which should be from the revenue budget across the indoor leisure facilities.
5.0	Equality and good relations implications:
5.1	The development of a specific Indoor Leisure Business Plan from 2016-2020 will be developed and take account of the commitments within Council's Equality Scheme to mainstream equality of opportunity and good relations within strategic and operational business plans.
6.0	Appendices
	Not Applicable

Report to:	Active and Healthy Communities
Date of Meeting:	20 June 2016
Subject:	Fitness Suite Operations for Indoor Leisure Centres
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active & Healthy Communities
Contact Officer (Including Job Title):	Roland Moore, Assistant Director Leisure and Sport

Decisions required:	
Members are asked to note the contents of the report, and consider and agree to:	
<ul style="list-style-type: none"> Fitness Suite Operations for Indoor Leisure Centres 	
1.0	Purpose and Background:
1.1	<p>Newry Leisure Centre Phase 2 has now commenced construction. There is provision and space set aside for a fitness suite, of which the decision surrounding the final specification of that area rests with the Council. The contractor has provided their construction timetable and due to certain deadlines needing to be achieved, a decision is required on the specification of that area to ensure no project delays are encountered.</p> <p>A proposed outcome of the business plan requirements will see the new Downpatrick Leisure Centre also facing the same requirement and in the next 3-5years, centres such as Kilkeel, Ballymote and Newcastle could also be considered, to help the Council achieve its aim of supporting improved health and well-being outcomes while transforming and modernising the Council by providing accessibility as well as value for money services.</p>
2.0	Key issues:
2.1	<ul style="list-style-type: none"> In terms of Newry Leisure Centre Phase 2, the fitness area rests within Zone 3 of the construction programme; therefore 1st fix of necessary services is scheduled for late September 2016. Prior to that date, the contractor needs to be appraised of specific requirements needed for that area as failure to do so could result in delays to the overall project and unnecessary costs to retrofit specific requirements. Subject to the outcome of the business plan process, Officers propose going to market to obtain quotations from suppliers on the following basis: <ol style="list-style-type: none"> (1) straight capital purchase (2) lease (3) Leisure equipment partner for fixed term (4)
3.0	Recommendations:
3.1	That Officers go to market and obtain quotations from suppliers as set out above in 2.1 and then report back to Council at a later date in conjunction with proposed business plan requirements.

4.0	Resource implications
4.1	Depending on the outcome of the procurement process this may have implications for either the revenue budget and capital provision which is necessary to deliver this service, for example a straight capital purchase may range from £250k-£300k for Newry Leisure Centre Phase 2. These options will be detailed within the future report once this process has concluded.
5.0	Equality and good relations implications:
5.1	The proposal has potential to have a direct positive impact in terms of promoting equality of opportunity, increasing access to services, supporting improved health and well-being outcomes while transforming and modernising the Council by providing improved accessibility as well as value for money services.
6.0	Appendices
	Not Applicable

Report to:	Active and Healthy Communities
Date of Meeting:	20 June 2016
Subject:	Café Operating Model for Newry Leisure Centre Phase 2
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active & Healthy Communities
Contact Officer (Including Job Title):	Roland Moore, Assistant Director of Leisure and Sport

Decisions required:	
Members are asked to note the contents of the report, and consider and agree to:	
<ul style="list-style-type: none"> Café Operating Model for Newry Leisure Centre Phase 2 	
1.0	Purpose and Background:
1.1	Newry Leisure Centre Phase 2 has now commenced construction. There is provision and space set aside for a café. Certain items are provided for as part of the tender contract award, however the decision surrounding the operating model and the final specification of that area rests with the Council. The contractor has provided their construction timetable and due to certain deadlines needing to be achieved, a decision is needed on the café operating model to ensure no project delays are encountered.
2.0	Key issues:
2.1	<ul style="list-style-type: none"> The café area rests within Zone 3 of the construction programme, therefore 1st fix of necessary services is scheduled for late September 2016. Prior to that date, the contractor needs to be apprised of specific requirements needed for that area as failure to do so could result in delays to the overall project and unnecessary costs to retrofit specific requirements. <p>Option 1 – Council Specification, purchase and operate “in-house”</p> <ul style="list-style-type: none"> This option would involve the Council directly deciding upon specification, equipment needed and the full operational management of the café from initial equipment/furniture purchase, staffing, marketing/branding, and adhering to relevant legislation and best practice and the full day to day management process of operating a café. This would involve additional recruitment of staff with key knowledge and skills needed in order to run this as a safe, successful and profitable venture. From initial research carried out with similar local authorities in nature, it is estimated that after the initial significant outlay in financial and management/staffing resources to set up, it is estimated that this will be cost neutral. <p>Option 2 – Procurement process to allow an Independent to Operate</p> <ul style="list-style-type: none"> This option would involve Officers entering into a Management Agreement with a business adopting a specification that reflects the ethos and standards of NMDDC, eg, operating standards, brand/marketing, general

	<p>pricing strategies, range of menus on offer, etc.</p> <ul style="list-style-type: none"> • That Officers would commence procurement from established café businesses to operate a café at NLC, potentially as a local business opportunity, on the basis of specifications being met and best value in line with procurement procedures. <p>From initial research carried out, this option could include a fixed income fee payable to the Council up to £10k rental per annum. It is proposed that whilst Council staff has little or no involvement in day to day operations, they would maintain a direction on café strategy via a Management Agreement with specific KPI's being met and would include clauses that cover termination if KPI's are not met.</p>
3.0	Recommendations:
3.1	It is recommended to permit Officers to proceed with option 2 as set out above and aim to appoint a supplier in line with contractor construction deadlines. From research, it is understood that option 2 represents best value within the current industry and this would be in alignment with the Council's other successful café operations i.e. Kilbroney Park, Newry Arts Centre etc.
4.0	Resource implications
4.1	<p>By adopting Option 1, it is estimated that there would be significant capital outlay required for the initial café infrastructure, ie. Tables, chairs, additional kitchen equipment etc. There will also be additional support required in terms of staff recruitment and training as this is a service we do not currently provide.</p> <p>By adopting option 2, there would be little or no expenditure outlay and would allow a procurement exercise to progress for Officers to determine a successful bidder being appointed in line with specifications being met and best value achieved in line with procurement procedures.</p>
5.0	Equality and good relations implications:
5.1	Section 6 of the Council's approved Equality Scheme outlines arrangements for ensuring accessibility of public access to services we provide. Both options provided for consideration do address access to services through different means. In relation to the preferred option (option 2) i.e. Procurement process to allow a Business Franchise to Operate, a commitment has been made that the customer should suffer no detriment and that this would involve Officers entering into a Management Agreement with a business adopting a specification that reflects the ethos and standards of the Council e.g. operating standards, brand/marketing, general pricing strategies, range of menus on offer, etc. Monitoring the implementation and impact of said policy decision and course of action will ensure Council meets its equality scheme commitments.
6.0	Appendices
	Not Applicable

Report to:	Active and Healthy Communities
Date of Meeting:	20 June 2016
Subject:	Soft Play Procurement for Newry Leisure Centre Phase 2
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active & Healthy Communities
Contact Officer (Including Job Title):	Roland Moore, Assistant Director of Leisure and Sport

Decisions required:	
Members are asked to note the contents of the report, and consider and agree to:	
<ul style="list-style-type: none"> Soft Play Procurement for Newry Leisure Centre Phase 2 	
1.0	Purpose and Background:
1.1	Newry Leisure Centre Phase 2 has now commenced construction. There is provision and space set aside for a soft play area. The final specification and purchase of equipment for this area rests with the Council. The contractor has provided their construction timetable and due to certain deadlines needing to be achieved, approval is sought to commence procurement to ensure no project delays are encountered.
2.0	Key issues:
2.1	<ul style="list-style-type: none"> The soft play area rests within Zone 3 of the construction programme; therefore 1st fix of necessary services is scheduled for late September 2016. Prior to that date, the contractor needs to be appraised of specific requirements needed for that area as failure to do so could result in delays to the overall project and unnecessary costs to retrofit specific requirements. Officers need to develop specification, equipment needed and then determine the full operational management of the soft play area. From initial research carried out with similar local authorities in nature, it is estimated that an approx. initial outlay of £60-£70k plus VAT will achieve a final specification that will include a bespoke soft play area that will cater for casual usage, birthday parties, specific group bookings and areas identified by Councils Disability Liaison Officer, i.e. Sensory areas.
3.0	Recommendations:
3.1	Members will be aware of the considerable efforts being undertaken to increase efficiencies within NMDDC and also challenges associated with investment needed to proceed with initial financial outlay. It is however predicted that after 3 years that income threshold will exceed initial financial investment. It is therefore recommended to permit Officers to proceed with a procurement process with the aim of appointing a supplier in line with contractor construction deadlines.

4.0	Resource implications
4.1	It is estimated that bespoke equipment in this area may cost in the region of £60-£70k plus VAT. This should be coded to NLC Phase 2 Capital programme where officers estimate recoupment of costs within 3 years of operation and these figures will be reported back to Director of Strategic Planning and Performance to include in the capital spend for the project.
5.0	Equality and good relations implications:
5.1	<p>The procurement process will be delivered taking account of the Council's Section 75 statutory duties and will specifically benefit and have a positive impact for younger people and people with a disability.</p> <p>In addition, the initiative fits with Council's disability statutory duties under Section 49A of the Disability Discrimination Act 1995 (as amended by the) Disability Discrimination (NI) Order 2006 which requires the Council, in carrying out its functions, to have due regard to the need:</p> <ul style="list-style-type: none"> · to promote positive attitudes towards disabled people; and · to encourage participation by disabled people in public life.
6.0	Appendices
	Not Applicable

Report to:	Active and Healthy Communities
Date of Meeting:	20 June 2016
Subject:	Loose Fixtures, Fittings and Equipment Needed for Newry Leisure Centre Phase 2
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active & Healthy Communities
Contact Officer (Including Job Title):	Roland Moore, Assistant Director of Leisure and Sport

Decisions required:	
Members are asked to note the contents of the report, and consider and agree to:	
<ul style="list-style-type: none"> Procurement of loose fixtures, fittings and equipment that are not included within the tender contract award and that are needed for Newry Leisure Centre Phase 2 	
1.0	Purpose and Background:
1.1	Newry Leisure Centre Phase 2 has now commenced construction. Numerous loose fixtures, fittings and equipment have been identified that are not currently provided for within the tender contract award.
2.0	Key issues:
2.1	<ul style="list-style-type: none"> As part of the design team specifications within the tender contract award, there are 3 categories of fixtures, fittings and equipment – <ul style="list-style-type: none"> (1) Contractor Supply and Fit (2) Client Supply, Contractor Fit (3) Client Supply and Fit Category 1 items as per above have been identified and they will be provided for as part of the tender contract award This report refers to category 2 and 3 items, for example, group exercise equipment, spinning bikes(may be procured from gym supplier depending on specification), office furniture, meeting room furniture, IT equipment, cleaning equipment, first aid equipment and general operational items that are necessary for service delivery. <p>Officers have identified category 2 and 3 items that are required and estimate that the approx. cost will be in the region of £125k</p>
3.0	Recommendations:
3.1	It is recommended to permit Officers to proceed with finalising specification of category 2 and 3 items that are required for Newry Leisure Centre Phase 2 but are not included for within the tender contract award. This is subject to the adoption of procurement procedures where applicable whilst also ensuring the Council achieves best value for money.

4.0	Resource implications
4.1	Approx. £125k (could vary depending on final procurement processes) This should be coded to NLC Phase 2 Capital programme and these figures will be reported back to Director of Strategic Planning and Performance to include in the capital spend for the project.
5.0	Equality and good relations implications:
5.1	It is not anticipated the proposed recommendation will have an adverse impact upon equality of opportunity and good relations.
6.0	Appendices
	Not applicable