

June 15th, 2018

**Notice Of Meeting**

You are invited to attend the Active and Healthy Communities Committee meeting to be held on **Monday, 18th June 2018 at 6:00 pm** in **Mourne Room, Downshire Civic Centre.**

**Chair: Cllr G Sharvin**

**Vice: Cllr T Andrews**

**Members:**

**Cllr S Doran Cllr C Enright**

**Cllr G Fitzpatrick Cllr V Harte**

**Cllr R Howell Cllr D Hyland**

**Cllr L Kimmins Cllr K Loughran**

**Cllr A McMurray Cllr B Ó Muirí**

**Cllr B Quinn Cllr D Taylor**

**Cllr W Walker**

# Agenda

## 1.0 Apologies and Chairperson's Remarks


## 2.0 Declarations of Interest

## 3.0 To agree a start time for Active & Healthy Community Committee Meetings from June 2018 to April 2019. (Suggested timetable attached).

 *Suggested Meeting Dates.pdf*

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## 4.0 Action Sheet arising from AHC Meeting held on 21 May 2018

 *AHC-21052018.pdf*

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### *Presentations*

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## 5.0 Presentation from Playboard

 *Newry Play Parks Consolidation Report.pdf*

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 *Appendix 1 - Newry Play Parks Consolidation Report Overview of Survey Findings (2).pdf*

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### *Community Engagement*

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## 6.0 DEA Fora Update Report

 *DEA Fora AHC report.pdf*

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 *Appendix 1 - DEA Fora Report Sheet Slieve Croob Private DEA 8.5.18.pdf*

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 *Appendix 2 - DEA Report Rowallane Action sheet 170518.pdf*

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## 7.0 Peace IV Local Action Plan

 *PEACE IV Report.pdf*

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 *Appendix 1 - Peace IV Report.pdf*

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## 8.0 Expression of Interest for land at Bessbrook Community Centre

 *Expression of Interest Bessbrook Report - Community Engagement.pdf*

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## **9.0 Additional Vehicles Community Services Department**

 *Additional Vehicles for Community Services.pdf*

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## **10.0 Financial Assistance**

 *Report Financial Assistance AHC June 2018.pdf*

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 *Appendix 1 Finacial Assistance.pdf*

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### ***Leisure and Sports***

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## **11.0 New DLC Transitional Arrangements**


 *New DLC Transitional Arrangements.pdf*

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## **12.0 STA Approved Training Centre**

 *STA Approved Training Centre.pdf*

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 *Appendix 1 - STA Report.pdf*

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## **13.0 Ballykinlar Co Down Games Centre**

 *Appendix 1 - Ballykinlar Map.pdf*

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 *Appendix 2 - Ballykinlar Aerial View.pdf*

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 *Ballykinlar - Co Down Games Centre.pdf*

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### ***Health & Wellbeing***

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## **14.0 Transfer for Houses in Multiple Occupation**

 *Houses of Multiple Occupation Report.pdf*

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## **15.0 Affordable Warmth Scheme**

 *Affordable Warmth Report.pdf*

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 *Appendix 1 - Affordable Warmth SLA 2018 Report.pdf*

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## **16.0 SAR Project**

 *SAR Project Report.pdf*

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## **17.0 Membership of Port Health Association**

 *Association of Port Authorities Report.pdf*

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## **18.0 Report on Suicide Prevention Meeting held on 3 May 2018**

 *Suicide Prevention.pdf*

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## **19.0 Ship Sanitation Inspection Charges**

 *Ship Sanitation Charges.pdf*

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## **20.0 Appointment of Public Analysts**

 *Public Analysts Appointment Report.pdf*

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### ***For Noting - Community Engagement***

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## **21.0 Social Investment Fund - Update**

 *SIF Report.pdf*

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 *Appendix 1 - SIF Report.pdf*

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## **22.0 Neighbourhood Renewal Partnership Report/Minutes**

### **22.1 Downpatrick**

 *Downpatrick Neighbourhood Renewal Report.pdf*

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 *Appendix 1 - Downpatrick NR.pdf*

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### **22.2 Newry**

 *Newry Neighbourhood Renewal Partnership.pdf*

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 *Appendix 1 - Newry NR.pdf*

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## **23.0 Policing & Community Safety Partnership Report**

 *PCSP Report.pdf*

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 *Appendix 1 - PCSP Report.pdf*

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## **24.0 Warrenpoint PSNI Station**

 *Warrenpoint PSNI Station.pdf*

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## 25.0 Update Report on Logistical Support for Events 2017/18

Logistical Support Report.pdf

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## 26.0 Bessbrook and Crossmaglen Areas at Risk Programmes 2017/18

AAR Report.pdf

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Appendix 1 - Areas at Risk Bessbrook Participant Report.pdf

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Appendix 2 - Areas at Risk Crossmaglen.pdf

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### For Noting - Leisure & Sports

## 27.0 Dundrum Coastal Rowing Club - Purchase of Site at 32 Main Street, Dundrum

Dundrum Coastal Rowing Club.pdf

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Appendix 1 - Dundrum Coastal Rowing Club.pdf

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

## 28.0 Expression of Interest - Leasing Council Land

This item is deemed to be restricted by virtue of para.3 of part 1 of schedule 6 of the Local Government Act (NI) 2014 – information relating to the financial or business affairs of any particular person. The public may, by resolution, be excluded during this item of business

Expression of Interest.pdf

Not included

# 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>
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**ACTIVE AND HEALTHY COMMUNITIES COMMITTEE**  
**Times to be confirmed at first meeting of Committee**

Date	Time	Location
18 June 2018	6.00pm	Mourne Room, Downshire Civic Centre
20 August 2018	6.00pm	Mourne Room, Downshire Civic Centre
17 September 2018	6.00pm	Mourne Room, Downshire Civic Centre
15 October 2018	6.00pm	Mourne Room, Downshire Civic Centre
19 November 2018	6.00pm	Mourne Room, Downshire Civic Centre
17 December 2018	6.00pm	Mourne Room, Downshire Civic Centre
21 January 2019	6.00pm	Mourne Room, Downshire Civic Centre
18 February 2019	6.00pm	Mourne Room, Downshire Civic Centre
<b>Thursday 21 March 2019</b>	6.00pm	Mourne Room, Downshire Civic Centre
15 April 2019	6.00pm	Mourne Room, Downshire Civic Centre
<b>No Meeting in May due to LG elections</b>		

**ACTIONS OUTSTANDING FROM PREVIOUS ACTIVE & HEALTHY COMMUNITIES MEETINGS**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/169/2016	Creche Space Operating Model for Newry Leisure Centre – Phase 2	It was agreed to accept the officer's recommendation not to proceed with making arrangements to operate a drop-in baby minding service and research alternate operating models and use for the space and bring a report back to Committee at a later date detailing proposed options for consideration.	K Gordon	<b>In progress</b>	N
AHC/56/2017	Action Sheet of AHC Committee held on 20 March 2017	AHC/38/2017 - Presentation – ORNI It was agreed to proceed to develop an SLA with ORNI which would be brought back to the next Committee Meeting providing Members with more detail, including the level of cost required.	C Haughey	<b>In progress</b>	N
AHC/57/2017	Community Trails SLA with Outdoor Recreation	As above, it was agreed to proceed to develop an SLA with ORNI which would be brought back to the next Committee Meeting providing Members with more detail, including the level of cost required.	C Haughey	<b>In progress</b>	N
AHC/147/2017	Request to match fund an invasive species eradication programme in Daisy Hill Wood using existing resources	It was agreed to agree to match fund an invasive species eradication programme at Daisy Hill wood using existing resources.	S McEldowney	<b>Contractor appointed. Work to be carried out August 2018</b>	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/181/2017	Photovoltaic Installation at new Down Leisure Centre	It was agreed that Council accept option B as recommended in the report to request for costings to include 40kWp of Photovoltaic Panels to Leisure Centre contract with these costings being assessed for value for money and investigate the possibility of installing additional panels to power heat pumps.	C Mussen	<b>Ongoing – will report back when costings have been received.</b>	N
AHC/203/2017	Response NI Climate Change Adaptation Programme 2019-2024	It was agreed to note the report and to submit the response as outlined in the report. It was also agreed to invite Sustainable NI to present to the Committee at a future date.	S McEldowney	<b>Ongoing, SNI will come to present at earliest opportunity</b>	N
AHC/040/2018	Willie Maley Statue	It was agreed 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.	C Haughey	<b>Meeting to be arranged with the sports dev officers and the Willy Malley committee</b>	N
AHC/043/2018	Lease of Land to St John Bosco	It was agreed 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.	L Moore	<b>Ongoing. Due to the current inability to dispose of land for less than best rent or terms the Council is unable to proceed at present. The matter is to be sent to Legal Services for advice on whether any alternative route forward can be found in the absence of a Minister.</b>	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/052/2018	Apologies & Chairperson's Remarks	It was agreed that officers investigate potential ways of recognising the contribution made by carers in the District and bring a paper with proposals back to a future Committee Meeting.	E Devlin	To future meeting	N
AHC/060/2018	South Armagh/South Down Peace Centre	It was agreed to appoint consultants at an estimated cost of £10,000 to: <ul style="list-style-type: none"> <li>• engage with the local PUL community and to assist with the preparation of information in relation to project's sustainability and potential displacement;</li> <li>• re-submit application for the South Armagh/South Down Peace Centre, provided that PUL participation is secured and evidenced.</li> </ul>	J McCabe	Ongoing. Consultants appointed. Deadline for submitting application on 18 June 2018.	N
AHC/063/2018	Kitty's Road Business Case	It was agreed to recommend the procurement and subsequent appointment of contractors for construction of a new community centre at Kitty's Road, Kilkeel and amendment of the Capital Programme as below: <ul style="list-style-type: none"> <li>• Officer time – Community Engagement section and Estates Department;</li> <li>• Funding of £350,000 for the scheme had previously been</li> </ul>	J McCann	Ongoing	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>agreed as part of the Council's Capital Programme;</p> <ul style="list-style-type: none"> <li>• Use savings in the Capital Programme to fund the additional £100,000 cost of the scheme.</li> </ul>			
AHC/066/2018	Mayobridge Play Park	<p>It was agreed to approve the findings of the consultation process;</p> <ul style="list-style-type: none"> <li>• proceed with the lease arrangements;</li> <li>• Council to approve a new budget of £120k for this park;</li> <li>• Council to commence work to build this new play park in Mayobridge</li> </ul>	D Crilly	<p><b>Licence signed 31<sup>st</sup> May 2018. Equipment to be delivered 31<sup>st</sup> July 2018 work to commence on site 22<sup>nd</sup> June 2018. Lease agreement is signed but Fisher &amp; Fisher requested a second copy with no comments which will be sign and sent to Council.</b></p>	N
AHC/068/2018	Hospital Road Capital Project	<p>It was agreed that the budget was brought forward into the 2018/19 financial year to install the following:</p> <ul style="list-style-type: none"> <li>• 1.8mt fence on the Hospital Road and Carnagat Gardens entrance to the site;</li> <li>• 1.2mtr fence erected at the end of the cul-de-sac in Carnagat Gardens;</li> <li>• Final part of ball-stop fencing at Parkhead Crescent.</li> </ul>	D Crilly	<p><b>Contractor appointed on 31<sup>st</sup> March 2018 with works to be carried out. Ongoing</b></p>	N
AHC/069/2018	Multi-Sports Facility Sports Hub	<p>It was agreed to submit expressions of interest applications for the 3 Sports Hubs (Newry Leisure Centre, St Peter's</p>	P Power	<b>Ongoing</b>	N



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		GAA, Warrenpoint and Tollymore FC, Newcastle), recommended within the study to Sport NI Multi-Sports Funding Stream.			
AHC/079/2018	Newry Play Parks – Consolidation Report	It was agreed to approve the findings of the consultation process and to investigate all options for siting play facilities to ensure what was agreed met the needs of the whole community.	C Haughey	Ongoing	N
AHC/082/2018	Castlewellan FC Pavilion – Lease Amendment	It was agreed to: <ul style="list-style-type: none"> <li>• Approve the building and placement of a new changing facility on the land leased by Castlewellan FC on the Bann Road in order for them to develop and build new changing rooms on the Dublin Road side of the facility;</li> <li>• The written approval then added to the current lease as an appendix document.</li> </ul>	D Morgan	Planning approval granted 08/06/18	N
AHC/083/2018	Newry Sports Centre	It was agreed to accept the officer's recommendation that requests to rent or lease part of the former Newry Sports Centre should be refused	M Lipsett	<b>UPDATE FROM COUNCIL-08/05/18</b> It was agreed to defer the recommendation from AHC Committee on AHC/083/2018 – Newry Sports Centre, until further information was forthcoming.  This matter is now being considered by the SPRC Committee	Y
AHC/092/2018	Women's Aid	When in closed session it was	A Rennick	Ongoing	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Armaghdown	agreed that Council act as the sponsor for the Women's Aid Armaghdown purchase of 5 Downshire Place, Newry.			

**ACTION SHEET ARISING FROM AHC MEETING HELD ON 21 MAY 2018**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/096/2018	Warrenpoint Community Hub	It was agreed to seek a meeting between Crotlieve Councillors, Community Centre for Warrenpoint Group, Council officials and PSNI Estates section in order to get total clarification on the position of the former PSNI site in Warrenpoint, and broaden the planned feasibility study to include other available sites including Council owned sites.	J McCann	<b>Meeting arranged for Tuesday 19<sup>th</sup> June @ 12 noon in Warrenpoint Town Hall</b>	N
AHC/097/2018	South Armagh/South Down Peace Centre	It was agreed resubmit the application and provide all necessary support to the community to deliver the project, and should there be an issue with financial sustainability in the future, the matter would come back to Council to consider.	J McCabe	<b>Ongoing. Deadline for submitting application 18 June.</b>	N
AHC/098/2018	Active & Healthy Communities Business Plan	It was agreed to adopt the AHC Business Plan 2018-19	M Lipsett	<b>Noted</b>	Y
AHC/099/2018	DEA Fora Update Report	It was agreed to note the DEA Fora Update Report and agree the action sheet from the DEA Forum Private Meeting:	D Brannigan	<b>Actioned</b>	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<ul style="list-style-type: none"> <li>• Slieve Croob DEA Forum Private Meeting held on 20 March 2018</li> <li>• Downpatrick DEA Forum Private Meeting held on 12 April 2018</li> <li>• Crotlieve DEA Forum Private Meeting held on 24 April 2018</li> </ul>			
AHC/0100/2018	Proposals for Drug & Alcohol Awareness Sessions	It was agreed to roll out Drugs and Alcohol Awareness Sessions in each of the 7 DEAs and develop a toolkit for distribution to groups wishing to tackle issues at a local level. It was also agreed that the issue of social media awareness for those aged 16-21 also be rolled out, either incorporated into the drug and alcohol sessions or on a standalone basis.	D Brannigan	<b>Actioned</b>	Y
AHC/101/2018	Peace IV Local Action Plan	It was agreed to note the risks associated with allowing tenders from Partnership members and agree to recommendations of the PEACE IV Partnership.	J McCabe	<b>Noted</b>	Y
AHC/0102/2018	Men's Shed and 16 The Square, Rostrevor	It was agreed to continue with lease agreements on a month by month basis for Rostrevor Men's Shed until the completion of a condition survey, feasibility study and an options paper returned to Council for	J McCann	<b>Still awaiting the condition survey but consultants have been appointed to carry out the feasibility study. Legal services drafting a month to month lease agreement.</b>	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		consideration.			
AHC/103/2018	Expression of Interest of Land at Bessbrook Community Centre	It was agreed to give approval to investigate and implement a suitable legal agreement i.e. lease/FMA for Sure Start South Armagh, and when the best option was agreed, Committee to be informed regarding the next stage.	J McCann	<b>Meeting held on 1<sup>st</sup> June between council officials and Surestart South Armagh who confirmed that their requirements will be a 25 year lease. Council legal Dept seeking a valuation from LPS for this location.</b>	N
AHC/104/2018	Landfill Funding	It was agreed to instruct Ulster Wildlife Trust to withdraw ENTRUST registration of the Downpatrick project and reallocate all uncommitted LCF funds of £154,605.10 to the new synthetic hockey pitch at Saintfield (subject to acceptance of project by ENTRUST).	C Mallon	<b>Actioned</b>	Y
AHC/105/2018	Indoor Leisure Capital Schemes	It was agreed to approve officers progressing works to upgrade and refurbish Kilkeel Leisure Centre reception and dry side changing areas.	K Gordon	<b>In progress via Estates</b>	N
AHC/106/2018	Heather Park	It was agreed to permit Bagot Investments re-instating the window and door fire escapes from the rear of their property in to Heather Park and that they enhance and improve the area of the parkland under their current licence access.	D Crilly	<b>Lyndsey Moore to complete facility agreement for Heather Park with Contractor.</b>	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/107/2018	Play Strategy (Meigh)	It was agreed to approve the findings of the consultation process; approve costs of £56,000; commence work on the playpark at Meigh.	D Crilly	<b>Design has been confirmed and once the report from AHC is passed and 5 days stand still is over an order number will be raised and wicksteed informed.</b>	Y
AHC/108/2018	Derryleckagh Soccer Pitch	It was agreed to bring forward £36,000 from the overall approved capital of £150,000 agreed for 2020/21 Sports Facility Program, into the 2018/19 financial year.	D Crilly	<b>Meeting with FA to agree design and waiting for Metal works Fabrication tender to be appointed before contractor issues. Tenders Closed 5<sup>th</sup> June 2018 with 2 tenders received. Evaluations will commence within June 2018</b>	Y
AHC/109/2018	Consultation Response – Guide for Safety in Sports Grounds	It was agreed to write to Department for Communities to voice concerns regarding the implementation of new guidance in relation to Sports Grounds.	G O Callaghan	<b>Consultation response completed. DFC paper sent via EHNI.</b>	Y
AHC/110/2018	Age Friendly Alliance	It was agreed to nominate representatives from each party grouping and Independent grouping to sit on the Age Friendly Strategic Alliance.	L O'Reilly	<b>Letter sent to each party leader, for a representative to sit on the Newry, Mourne and Down Age Friendly Strategic Alliance.</b>	Y



<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Newry Play Parks – Consolidation Report
<b>Reporting Officer:</b>	Conor Haughey, Head of Outdoor Leisure
<b>Contact Officer:</b>	Conor Haughey, Head of Outdoor Leisure

<b>Decisions required:</b>	
<b>Approve the findings of the survey.</b>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>In 2016/17 Newry, Mourne and Down District Council carried out a review of the play value of its fixed play areas as part of the Play Strategy 2017 -2022. As a result it was recommended that future investment within the area currently served by Barcroft and Raymond McCreesh Play Areas should focus on a single site.</p> <p>Consultation was undertaken in January/February 2018 of the local area to identify the optimum location for upgrade. Subsequent to the survey, in March 2018 planning permission for 200 new houses to be located along Watson Road was passed.</p> <p>In order to guide future play investment, Council have asked PlayBoard to undertake a further survey to identify which site the community would prefer investment to focus on – the identified new location, Barcroft Community Centre or Raymond McCreesh Park.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<ul style="list-style-type: none"> <li>With a view to ensuring that future play investment meets the needs of all houses in the wider area (both existing and planned) Council have identified a possible location for the development of a large scale Neighbourhood Equipped Play Area which would cover a wider residential catchment than the existing play areas. The potential new site is located between Martins Lane and Loanda Crescent.</li> <li>Playboard NI will present their findings at the meeting.</li> </ul>
	<b>Recommendations:</b>
3.1	That the Committee approve the findings of the survey and that Council proceed with a view to developing the potential new neighbourhood play area at Martin's Lane/Loanda Crescent.
<b>4.0</b>	<b>Resource implications:</b>
4.1	Officer's time. Capital costs set against consultation upgrades.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	The process undertaken meets the Council's equality scheme commitment to undertake appropriate and relevant consultation with consultees affected by the proposals.
<b>6.0</b>	<b>Appendices</b>
	Appendix 1: Playboard Report - Overview of Survey Findings.



## Overview of Survey Findings

### 1.0 Background

This report provides an overview of key findings emerging from community consultations undertaken within the Newry DEA area relating to the provision of fixed play within the wider area currently served by play parks at Barcroft Community Centre and Raymond McCreesh Park.

#### 1.1 Consultation was undertaken using two methods:

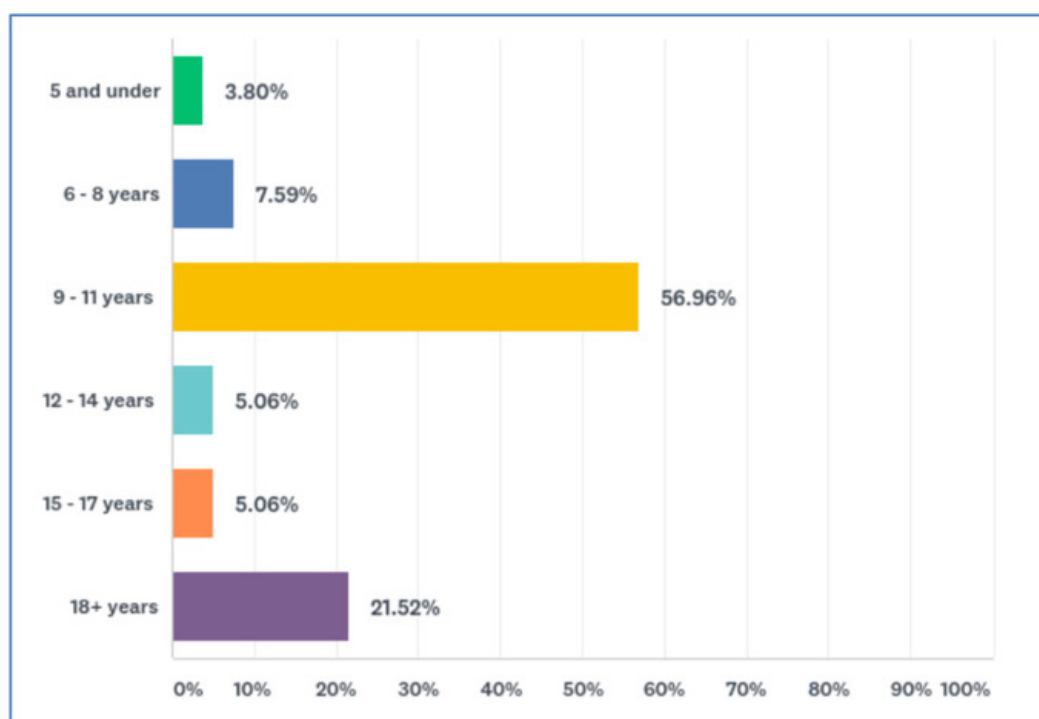
- Focus Groups for children and young people delivered in conjunction with local Primary Schools (42)
- Online survey of children/young people, parents/carers and wider community members (closed at 12 noon on 11<sup>th</sup> June 2018)

### 2.0 Stage 1: Children and Young Peoples Views

In total 42 children engaged through focus group sessions which were undertaken in partnership with three local schools Rathore Special School, Cloughoge PS and St. Malachy's PS. In addition 44 children and young people fed their views into the process using the online survey.

#### 2.1 Respondents Ages

As shown in the graph below, the majority of children and young people (56.96%) fell within the 9 to 11 years age group. The second largest group was 18+ years (21.52%) with 11.39% aged 8 years or under and 10.12 between 12 and 17 years.





## 2.2 *Use of Play Area at Raymond McCreesh Park*

Respondents were asked to indicate whether they currently use the play area located at Raymond McCreesh park. Of the total, 41.54% indicated that they did use the play area with 58.46% saying they did not.

## 2.3 *Use of Play Area at Barcroft Community Centre*

Respondents were asked to indicate whether they currently use the play area located at Barcroft Community Centre. Of the total, 43.75% indicated that they did use the play area with 56.25% saying they did not.

## 2.4 *Preferred Investment Site*

Respondents were provided with a map highlighting the location of each site (including the proposed new play area at Martins Lane/Lloanda Crescent) alongside a draft design for each play area and asked to indicate which they felt council should focus their investment.

The majority (69.01%) indicated that they would prefer that council investment be focused on the development of a new neighbourhood play area at the site identified between Martins Lane and Lloanda Crescent.

Of the remainder 17% indicated that they would prefer council to carry out an upgrade of the play area at Raymond McCreesh park, with 14.08% indicating their support for the upgrade of the play area at Barcroft Community Centre.

## 2.5 *Comments*

As part of the survey respondents were provided with an opportunity to provide further comment if they wished. Key comments made included:

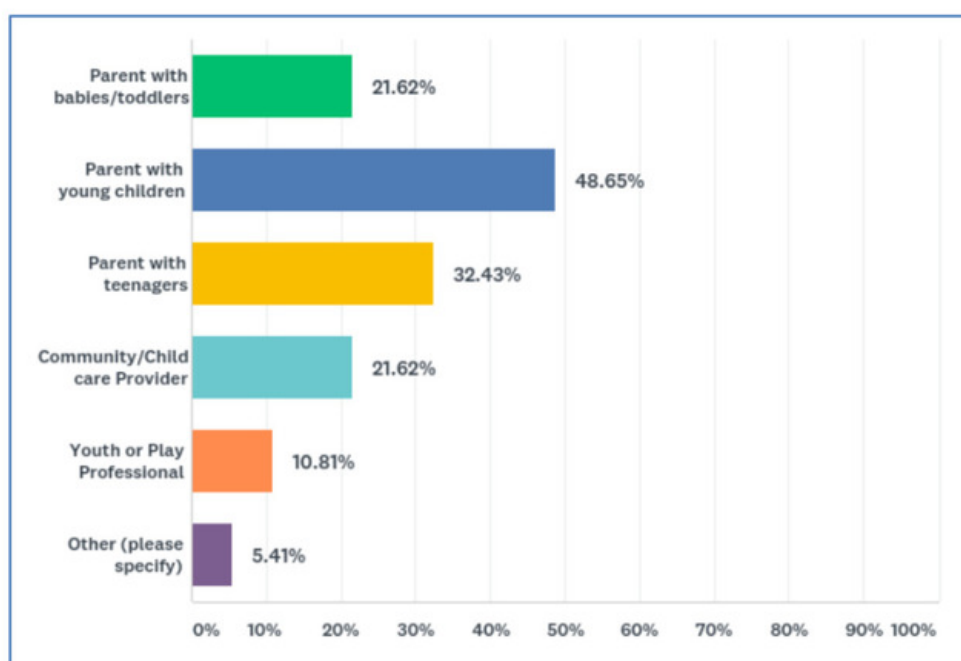
- I think the new site looks brilliant because it is accessible for people who have a disability
- The new site has lots to do and looks like it would be fun
- New site has a great variety of play equipment available
- Barcroft is a great site as it is close to the community centre – I would prefer it to be improved

### 3.0 Stage 2: Parents/Carers and Community Members Survey

A total of 52 responses to the online survey were received.

#### 3.1 Type of Play Area User

Respondents were asked to indicate what type of play area user they were. The largest single group were parents/carers with young children (48.65%) followed by parent/carer with teenagers (32.43%), parent/carer with babies/toddlers (21.62%). Of the remainder 21.62% indicated that they were a community/childcare provider with 10.81% identifying themselves as a youth or play professional. 5.41% indicated that they were grandparents.



#### 3.2 Use of Play Area at Raymond McCreesh Park

Respondents were asked to indicate whether they currently use the play area located at Raymond McCreesh park. Of the total, 43.24% indicated that they did use the play area with 56.76% saying they did not.

#### 3.3 Use of Play Area at Barcroft Community Centre

Respondents were asked to indicate whether they currently use the play area located at Barcroft Community Centre. Of the total, 51.35% indicated that they did use the play area with 48.65% saying they did not.

#### 3.4 Use of other Play Areas

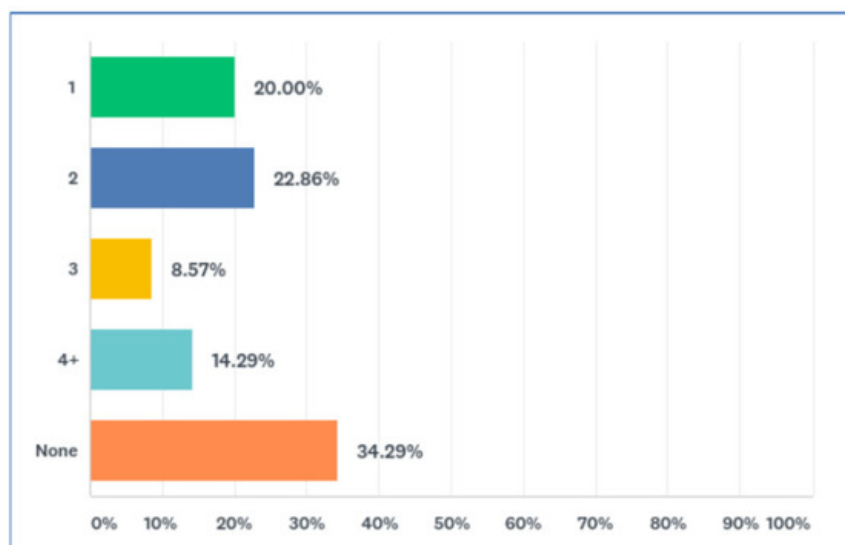
Respondents were asked to indicate if they currently used other play areas. Responses included:

- Slieve Gullion
- Solitude (Banbridge)
- Kilbroney
- Warrenpoint
- Martins Lane

### 3.5 *Children Living within Household*

With view to indicating the level of demand for fixed play, respondents were asked to indicate how many children aged 0 to 14 years were resident within their household.

The largest group (34.29%) indicated that no children lived within their household. Of the remainder 20% had 1 child resident, 22.86% had 2 children resident, 8.57% had 3 children resident with 14.29% indicating that they had 4 or more children residents within their household.



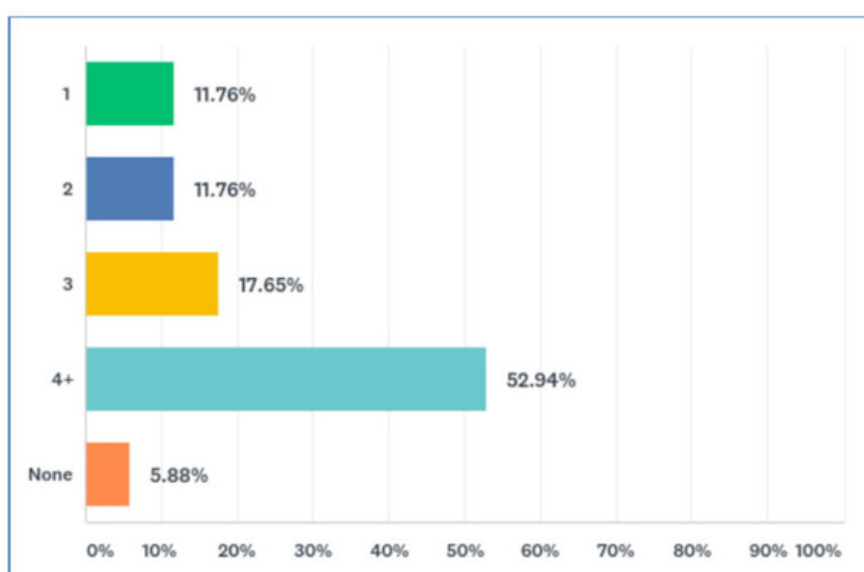
### 3.6 *Children with a Disability Resident within Household*

11.43% of respondents indicated that a child who was resident within their household had a disability that restricted or impacted upon their play.

### 3.7 *Children Visiting the Household*

With view to indicating the level of demand for fixed play, respondents were asked to indicate how many children aged 0 to 14 years visited their household on a regular basis.

The largest group (52.94%) indicated that 4 or more children visited their household on a regular basis. Of the remainder, 11% had 1 child regularly visiting their household, 11.76% had 2, 17.65% had 3 children resident with 5.88% indicating that no children visited their household on a regular basis.



### 3.8 *Children with a Disability Visiting the Household*

11.76% of respondents indicated that a child who was resident within their household had a disability that restricted or impacted upon their play.

### 3.9 *Preferred Investment Site*

Respondents were provided with a map highlighting the location of each site (including the proposed new play area at Martins Lane/Lloanda Crescent) alongside a draft design for each play area and asked to indicate which they felt council should focus their investment.

The majority (41.67%) indicated that they would prefer that council investment to focus on the upgrade of the play area at Barcroft Community Centre. Of the remainder 33.33% would prefer an investment in the development of a new neighbourhood play area on the site identified between Martins lane and Lloanda Crescent, with 25% indicating that they would prefer to see the upgrade of the play area at Raymond McCreesh park. *It should be noted that 29 respondents skipped the question and did not provide a response.*

### 3.10 *Comments*

As part of the survey respondents were provided with an opportunity to provide further comment if they wished. Key comments made included:

- Barcroft Community Centre is a fantastic asset that is accessible to many different areas and should be upgraded
- If upgraded the play area at Raymond McCreesh park would be more attractive to children in the area
- Concerned about safety at McCreesh park as it is basically in the town
- Name of Raymond McCreesh park identified as a negative factor for a number of respondents
- New site design looks fantastic – could aspects be incorporated into the redevelopment of the Barcroft play area?



#### 4.0 Preferences for Investment (Stages 1 and 2)

In terms of the preferred site for investment:

Site	Total
New Site (Martins Lane/ Lloanda Crescent)	57
Barcroft Community Centre	20
Raymond McCreesh Park	18

#### 5.0 Stage 3: Community Engagement/Consultation Session

Stage 3 of the process was undertaken on 12<sup>th</sup> June 2018 at Newry Leisure Centre.

The findings from stages 1 and 2 were presented alongside each of the draft designs for the 3 sites (Barcroft, Raymond McCreesh and the potential new site at Martin's lane). Key areas noted from the discussion included:

- There was a general consensus that the potential new play area at Martin's lane offered a significantly higher level of play value and would significantly enhance play provision within both the immediate and wider area.
- Given the size of the site it was noted that, if developed the play area would be likely to attract users from afar and that parking provision would have to be a key consideration. Concern was expressed that without parking there would be insufficient on road parking to accommodate users increasing the risk of potential road traffic accidents.

It was agreed that parking was a key consideration it was highlighted that parking spaces would be provided on adjoining land should the development proceed. It was highlighted that St. Malachy's Primary School are currently exploring avenues to extend their car park and this could offer a potential solution.

- With regards to the existing parks within the area, it was outlined that in line with the play strategy should the new development proceed the existing play areas would fulfil their natural life in terms of the condition of equipment etc.

#### 6.0 Recommendation

Based on the findings of the 3 stage process it is recommended that council proceed with a view to developing the potential new neighbourhood play area at Martin's Lane/Lloanda Crescent.

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	District Electoral Area (DEA) Fora Update
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Damien Brannigan, Head of Engagement Aisling Rennick, Engagement & Development Manager Shirley Keenan, DEA Coordinator (Crotlieve)

<b>Decisions required:</b>	
<ul style="list-style-type: none"> <li>To note the report.</li> <li>To consider and agree the actions outlined in the action sheets from the DEA Forum Private Meetings.</li> </ul>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>To provide the Committee with an update on the on-going work of the DEA Fora.</p> <p>DEA Coordinators continue to implement actions detailed in their respective local action plans as follows:</p> <p><b>Level of Civic Participation:</b></p> <ul style="list-style-type: none"> <li>&gt; All DEAs have been working in partnership with PEACE IV and the Community Development and Health Network organising a Training Needs Analysis of DEA Forum Members. Workshops for each Forum have been held throughout May with remaining workshops to be held in June.</li> <li>&gt; DEA Forums have been included in the consultation process regarding the Council's proposals in respect of Town Centre CCTV.</li> <li>&gt; On Tuesday 5 June, the "Back to School" Initiative was launched across Downpatrick, Rowallane and Slieve Croob DEAs. The initiative is in partnership with CYPSP and is an opportunity for parents to recycle uniforms in good condition and for others to get a uniform for free.</li> <li>&gt; Slieve Gullion DEA has launched a six week integration programme in Newtownhamilton for Bulgarian Roma residents who have arrived into the area. The programme will deliver a number of workshops aimed at improving relationships and addressing barriers to integration.</li> <li>&gt; 120 young people from Slieve Gullion and Newry DEAs took part in a number of workshops around hate crime, anti-social behaviour and anti-racism at a Shared Schools event in Newtownhamilton High School in May.</li> <li>&gt; Downpatrick DEA rolled out a Culture Event with Downpatrick Primary School and St Brigid's Primary School encompassing music and art.</li> </ul> <p><b>Level of Health Status:</b></p> <ul style="list-style-type: none"> <li>&gt; All DEAs are currently organising a District wide Men's Shed Event to be held at Rostrevor Men's Shed on Saturday 23 June. Men's groups from all over the District will be attending the study visit which is part of Men's Health Week.</li> <li>&gt; Downpatrick, Rowallane and Slieve Croob DEAs in partnership with County Down Rural Community Network are holding a World Cup Penalty Shoot Out Competition on Thursday 14 June from 6.30pm - 9.30pm as part of Men's Health Week.</li> <li>&gt; The Mourne DEA in partnership with County Down Rural Community Health</li> </ul>

	<p>Network and SERC hosted a health and wellbeing event in Newcastle on Wednesday 30 May.</p> <p>&gt; 80 young people from Slieve Gullion, Crotlieve and the Mournes DEAs took part in a Youth Service Drugs and Alcohol event in May. Guest speakers included Teresa Burke, a mother who tragically lost her son to a drugs overdose, and the PSNI.</p> <p>&gt; The Children and Young People Strategic Partnership held a disability practitioners' review of services event on Thursday 24 May involving the Mournes, Crotlieve, Newry and Slieve Gullion DEAs. Representatives from 30 organisations including SHSCT, NMDDC, CINI and various other voluntary sector organisations attended.</p> <p><b>Level of Personal Safety and Crime:</b></p> <p>&gt; Crotlieve DEA will hold a Crime Prevention Public Engagement Event on Tuesday 12 June at 7.00pm in Carrick Primary School. The PSNI Crime Prevention Officer and Neighbourhood Policing Team will be in attendance.</p> <p>&gt; On Tuesday 5 June St Francis Primary School, Drumaroad, and Spa Primary School came together to be presented with Road Safety Banners they designed to encourage people to reduce speed and be careful outside the school gates. Both schools participated in a road safety programme with the PSNI.</p> <p>&gt; Senior residents from the Model Farm in Downpatrick DEA took part in a Crime Prevention Event outlining the dangers of scamming and how to identify them.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	None.
<b>3.0</b>	<b>Recommendations:</b>
3.1	<p>That the Committee:-</p> <ul style="list-style-type: none"> <li>• Note the report.</li> <li>• Agree to approve the action sheets from the following DEA Forum Private Meetings: <ul style="list-style-type: none"> <li>➤ Slieve Croob DEA Forum Private Meeting held on 8 May 2018.</li> <li>➤ Rowallane DEA Forum Private Meeting held on 17 May 2018.</li> </ul> </li> </ul>
<b>4.0</b>	<b>Resource implications:</b>
4.1	Support and assistance from partners to deliver actions in the DEA action plans.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	The actions detailed have been developed to meet Council's statutory duty to promote Good Relations.
<b>6.0</b>	<b>Appendices</b>
6.1	<p>Appendix I: DEA Forum Private Meeting action sheets for:</p> <ul style="list-style-type: none"> <li>➤ Slieve Croob DEA Forum Private Meeting held on 8 May 2018.</li> <li>➤ Rowallane DEA Forum Private Meeting held on 17 May 2018.</li> </ul>

**ACTION SHEET- Slieve Croob DEA Private Forum Meeting – 8<sup>th</sup> Mary 2018**

<b>ITEM</b>	<b>SUBJECT</b>	<b>DECISION</b>	<b>FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed</b>
DEA/SC/2/2018	Chairperson's remarks.	Forum members to attend Training Needs Analysis Workshop.  Highlight the need to promote Castlewellan Forest Park Maze and Aboretum and appropriate signage with ERT Department	Forum members to action.  DEA Coordinator to action.
DEA/SC/3/2018	Minutes of meeting held on 20 <sup>th</sup> March 2018 and associated action sheet.	Minutes and action sheet were proposed as a true record.	Cllr John Rice Proposed. Felix Blaney Seconded.
DEA/SC/5/2018	Peace IV Funding Cross Community and Intercultural Event	DEA coordinator to organise meeting with Castlewellan Soma Festival and Peace IV Officer	DEA Coordinator to action.
DEA/SC/6/2018	DFI Road Logs Proposal	All Forum members to forward DFI roads issues to DEA coordinator on a quarterly basis to be sent to DFI.	Forum members to action.
DEA/SC/7/2018	Consultation on Draft Performance Improvement Objectives.	Kate Bingham to produce a report on feedback of objectives from Forum members and distribute at the end of June.	Kate Bingham to action.



DEA/SC/8/2018	Down GAA Proposals for Ballykinlar	Down GAA to engage and consult with Ballykinlar community regarding proposed plans.	Down GAA to action.
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**ACTION SHEET- Rowallane District Electoral Area Meeting – 17<sup>th</sup> May 2018**

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/15/2	Chairperson's Remarks	Chairman Andrews introduced and welcomed Cllr Harvey as new Chairman for 2018/2019.  Following a proposal by Councillor Walker, Seconded by Richard Orme it was <b>Agreed</b> that the Vice Chairperson for 2018/2019 would be UUP (Councillor Burgess).	<b>Noted</b>  <b>Noted</b>
DEA/15/3	Minutes and Action Sheet from 23/03/18	<b>Proposed</b> as true record by Councillor Harvey and <b>Seconded</b> by Richard Orme.	<b>Noted</b>
DEA/15/4	Matters arising	Richard Orme asked if there was anything in local area to recognise Volunteers.  Aisling Rennick referred to the 'The Shining light Awards' to recognise community volunteers which could be adapted for this purpose in Rowallane.	To be added to next Agenda for discussion
DEA/15/5	Withdrawal of Public Space CCTV Ballynahinch	Discussion took place about current situation with cameras, cost, monitoring, alternatives following a very comprehensive presentation given by Johnny McBride Following discussion it was <b>AGREED</b> that a public meeting be scheduled in the near future in Ballynahinch.	Johnny McBride/Ellen Brennan to organise public meeting – <b>Public Meeting held on Wednesday 30<sup>th</sup> May 2018 in the Fullam Room, Market House, Ballynahinch.</b>

DEA/15/6	Department of Education Grant for The Edge for development Of Steel Structure.	Ellen Brennan updated members on current position and asked if the Forum could draft a letter of support as requested by The Edge Cllr. Burgess <b>AGREED</b> that the letter be sent as soon as possible and Richard Orme <b>Seconded</b> this course of action.	Letter of support to be drafted and sent to Department of Education by Ellen Brennnan.
DEA/15/7	Coordinator's Report	Ellen Brennan provided a verbal update on recent work including the young people's consultation undertaken at the Easter Fun Day in Delamont and cancer consultation carried out at the cancer support group in Tobar Mhuire Crossgar the findings of which would help shape future action planning. In addition she advised that the Action Cancer Bus in Killyleagh had been very successful as had joint action planning days carried out with fellow coordinators and PCSP to identify potential for partnership working.	<b>Noted</b>
DEA/15/8	Ballynahinch United FC	Anthony Greene & Iain McNeill outlined their plans for development of a new clubhouse and sought Forum support for this project. Forum members <b>AGREED</b> with the development of the project and urged the club to ensure they were 'spade' ready in order to meet deadline of Capital Call of Council's Financial Assistance.	<b>Noted</b>
DEA/15/9	Large Scale Event	Ellen Brennan advised members that there is a £26,000 of PEACE IV allocated to each DEA to hold a large scale event as a one off payment. The funding can be used to enhance an existing event which meets the criteria of the PEACE IV or a new event designed to meet same. Everyone was asked to have a think about possible events	<b>Ellen Circulated this information to all Forum members on 18<sup>th</sup> May, 2018.</b>

		and Ellen <b>AGREED</b> to circulate details of the criteria to focus member's thinking.	
DEA/15/10	Update on Community Services	Joe Deegans gave a brief update the review of community halls/centres review and advised that there would be a photoshoot opportunity with the opening of new football pitch & Saintfield Community Centre possibly to be organised for the same day.	Joe to liaise with Ellen regarding inclusion of Forum Members in the official opening photographic opportunities.
DEA/15/11	Village Plans and Ballynahinch Masterplan	<p>Amanda Smyth and Martin Patterson outlined updated Rowallane Village Plans and Ballynahinch Masterplan. Martin outlined details of the Village Renewal Schemes in Rowallane and sought approval to progress any identified projects.</p> <p>Following discussion the Forum asked if additional funding had been allocated to the Killyleagh Playground as discussed with Conor Haughey?</p>	<p>Members supported the Shop Front, EI Schemes, Gateway Proejcts and Play Area upgrades outlined by Martin and authorised him to take whatever action necessary to progress same.</p> <p>Amanda <b>AGREED</b> to contact Conor Haughey regarding this matter and report back to the Forum.</p>

<b>Report to:</b>	<b>Active &amp; Healthy Communities Committee</b>
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	<b>Peace IV Local Action Plan</b>
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director: Community Engagement
<b>Contact Officer (Including Job Title):</b>	Justyna McCabe, Programmes Manager

<b>Decisions required:</b>
<b><i>To consider and agree to:</i></b>
<ul style="list-style-type: none"> <li>The recommendations of the PEACE IV Partnership.</li> </ul>

<b>1.0</b>	<b>Purpose and Background:</b>
	The Peace IV Partnership met on 16 May 2018. Recommendations arising from this meeting require AHC Committee approval.
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>The Chair and Vice Chair of the PEACE IV Partnership were appointed in September 2016 and because of the delay in the commencement of the programme, it was agreed that they remain in post until June 2018. According to the Partnership Agreement, the roles of Chairperson and Vice Chairperson shall be alternated between the Elected members and Social Partners. As the social partners' membership needs reviewing and there will be no meetings in July or August, the new Chair (Social Partner) and Vice Chair (Elected Member) will be elected at the meeting on 6 September 2018.</p> <p>The following recommendations were agreed by the Partnership on 16 May and require AHC Committee approval:</p> <p>Building Positive Relations:</p> <p>Capacity Building programme for Groups</p> <ul style="list-style-type: none"> <li>Procure and appoint a facilitator to put in place a joint strategy with the youth organisations in the Newcastle area Estimated cost: £5,000</li> </ul> <p>Addressing Community Tensions</p> <ul style="list-style-type: none"> <li>Procure and appoint a facilitator to carry out initial engagement/mediation with the communities in the Newtownhamilton area. Estimated cost:£5,000</li> </ul> <p>Faith and Church Based Programme</p> <ul style="list-style-type: none"> <li>Procure and appoint relevant suppliers to create a Peace Garden project in Newry City Centre Estimated cost: £5,000</li> </ul> <p>Shared History and Culture</p>

2.2	<ul style="list-style-type: none"> <li>• 'Killyleagh remembers the great war' - procure and appoint suppliers to carry out a programme of events from July 2018 – November 2018. Estimated cost: £3,000</li> </ul> <p>Ethnic Minority Cultural and Integration</p> <ul style="list-style-type: none"> <li>• Procure and appoint a consultant to carry out elements of the NMD Intercultural strategy Estimated cost: £5,000</li> </ul> <p>Cross-community events</p> <ul style="list-style-type: none"> <li>• Procure and appoint relevant suppliers who will deliver specific actions as part of the Merchants Festival 2018 in Newry (Good relations actions as part of Peace IV programme). Estimated cost: £26,400</li> <li>• Procure and appoint relevant suppliers who will deliver specific actions as part of the SOMA Festival 2018 in Castlewellan - Slieve Croob area (Good relations actions as part of Peace IV programme). Estimated cost: £26,400</li> </ul>
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee agree to the recommendations of the PEACE IV Partnership as set out at a total cost of £75,800.
<b>4.0</b>	<b>Resource implications:</b>
4.1	Project 85% funded by the EU and 15% by the two Governments.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	The project ensures equal opportunity and non-discrimination and the principles of equality and good relations have been incorporated into all stages of the Action Plan.
<b>6.0</b>	<b>Appendices</b>
	Minutes of PEACE IV Partnership (April 2018)

**PEACE IV Partnership Meeting**  
**Board Room, Council offices, Monaghan Row, Newry.**  
**Thursday 19<sup>th</sup> April 2018**

In attendance:

Cllr David Hyland, Newry, Mourne and Down District Council  
 Cllr David Taylor, Newry, Mourne and Down District Council  
 Cllr Michael Ruane, Newry, Mourne and Down District Council  
 Cllr Terry Hearty, Newry, Mourne and Down District Council  
 Cllr Terry Andrews, Newry, Mourne and Down District Council  
 Cllr William Walker, Newry, Mourne and Down District Council  
 Breige Jennings, Social Partner  
 Declan Murphy, Social Partner  
 Morgan Brannigan  
 Helen Honeymonn, Social Partner  
 Kelly Gibson, PSNI  
 Marie Conway, Education Authority

Officials in Attendance: Alison McConville, Newry, Mourne and Down District Council  
 Catherine Dynes, Newry, Mourne and Down District Council  
 Claire Loughran, Newry, Mourne and Down District Council  
 Justyna McCabe, Newry, Mourne and Down District Council  
 Kytrina Mullan, Newry, Mourne and Down District Council

**1. Welcome and Apologies**

Councillor Michael Ruane welcomed members of the Peace IV Partnership.

Apologies were noted from:

Martin McMullan  
 Seamus Camplisson  
 Andrew Kernaghan  
 Cllr Gilliam Fitzpatrick  
 Janine Hillen  
 Michael Lipsett  
 Liam Hannaway

**2. Conflict of Interest**

Conflicts of interest were noted from Breige Jennings and Helen Honeymoon.

It was noted that any social partners who have applied or entered in to a Tender Agreement with Newry Mourne and Down District Council should highlight this to the members of the Partnership.

### **3. Minutes from previous meeting 22<sup>nd</sup> February 2018**

The minutes from the previous meeting were approved,

Proposed by Cllr David Hyland

Seconded by Cllr Terry Andrews.

### **4. Management Report**

Justyna McCabe presented the Management Report for approval.

SEUPB have advised that the rebid modification request considered by the Steering Committee of the PEACE IV Programme on the 28<sup>th</sup> February 2018 was approved for funding. The memo detailing the approval has been e-mailed to all partnership members.

Period 7 reports have been submitted for the previous financial period 01.12.2017 – 28.02.2018.

Training for Employment – SEUPB have reminded all partnerships that funding for any training for employment activities under the PEACE Programme is ineligible.

SEUPB have issued annual and spend targets for end of financial year.

### **5. Partner Delivery Agent Report**

#### **• NMDDC Children and Young People report**

Catherine Dynes presented the NMDDC Children and Young People report for April 2018.

Delegated authority was requested for the following actions:

#### **1.4 Youth Engagement Programme:**

If SEUPB approval is granted to begin spend, NMDDC seek delegated authority to go out tender to appoint a specialist provider to design, implement and deliver the "Riverwalk" programme.

A project has been identified in Kilkeel area. 30 young people at risk of engaging in anti-social behaviour and crime will be engaged, with a programme aim to build relationships with each other, the services and the local community. Estimated cost: £15,000.



### 1.8 Young Men's Legacy project

Delegated authority to go out tender to appoint a specialist provider to design, implement and deliver this project. Estimated cost: £58,620.

- **NMDDC Shared Spaces and Services Report**

Claire Loughran presented the Shared Spaces and Services Report for April 2018. Delegated authority was requested for the following actions:

### 2.4 Ex-Military Sites Programme

Procure and appoint provider to carry out a technical Survey on the pathways in Ballyhornan. Estimated cost: £2,500.

### 2.8 Tom Dunn Project – Workshops and Hedge School

Procure and appoint a provider(S) to complete the project. Estimated cost: £48,000.

### 2.9 Warrenpoint Community Garden

Procure and appoint a provider(S) to complete the project. Estimated cost: £42,000.

### 2.10 BMX Track

Procure and appoint a contractor(S) to complete the project. Estimated cost: £116,804.

### 2.11 Saintfield Community Centre

Procure and appoint a contractor(S) to complete the Peace IV elements of the construction. Estimated cost: £73,000.

- **Building Positive Relations Report**

Claire Loughran presented the Building Positive Relations Report for April 2018.

Delegated authority was requested for the following actions:

### 3.7 Shared History and Culture Programme:

Procure and appoint a consultant to deliver 6 weeks of summer schemes entitled "Hands on History". Estimated cost: £40,000.

Procure and appoint an archaeological company to manage a cross-community excavation on Cathedral Hill, Downpatrick. Estimated cost: £40,000.

The total spend to date on the Building Positive Relationships is £25,000.

- **PCSP Report CYP and SSS**

Alison McConville presented the PCSP Report for April 2018.

1.3: Youth Leadership Seasonal Projects. The Tendering process is now closed. A decision will be reached in the next few weeks.

2.1: Re-imaging and Regeneration. The Tender documents have been published on e-hub. The closing date is the 8<sup>th</sup> May.

2.3: Flags, Emblems and Bonfires Protocol. Copius have provided an update with a further update for March being available for the next Partnership meeting.

2.8 Preparatory Programme for Disengaged communities and Leaders. The Tender documentation has been submitted to SEUPB.

**Agreed:**

The NMDC Management Report and Partner Delivery Agent reports recommendations for CYP, SSS and BPR and PCSP were proposed by CLLR Terry Andrews and seconded by CLLR Terry Hearty.

Councillor Terry Hearty highlighted that he would like to see more projects in the South Armagh area funded by the Peace IV money.

Helen Honeymoon addressed the partnership and highlighted that local communities have little concept of the role of DEA (District Electoral Area Officer) and are not aware what DEA area they reside in.

Councillor Michael Ruane explained to the partnership that the introduction of DEA officers and forums is a new concept in the newly structured Newry Mourne & Down District Council. The DEA concept will overtime become more familiar to those who are currently not aware as the DEA's continue to work within the local communities.

## 6. **Project Presentation**

Claire Loughran presented details of the projects approved by SEUPB.

An additional £511,724 has been approved under the re-bid and a revised letter of offer is to be issued by SEUPB.

The following projects have has their budget uplifted.

- Older Peoples Good relations programme. Uplifted from £37,100 to £74,000.
- Capacity Building Programme for DEA Fora. Uplifted from £37,000 to £111,300.

The following projects have been approved by SEUPB

- Young Mens Legacy Project - £58,620.
- Tom Dunn Project - £48,000.
- Warrenpoint Active Community Garden -£42,000.
- BMX Track – Derrybeg, Newry – £116,084.
- Saintfield Community Centre - £73,000 (PEACE will fund the following elements of the project. Indoor 3G synthetic pitch, Rebound Wall, Rebound Fencing, and Overhead Protective Netting).

## **7. Date of the next meetings**

The dates for the next meeting were agreed as follows:

Wednesday 16<sup>th</sup> May, 6pm Downpatrick

Thursday 21<sup>st</sup> June, 6pm, Newry

Thursday 6th September 2018. Downpatrick

**Councillor Michael Ruane closed the meeting at 7pm**

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 <sup>th</sup> June 2018
<b>Subject:</b>	Expression of Interest for land at Bessbrook Community Centre
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen - Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Julie McCann - Head of Community Services, Facilities and Events

<b>Decisions required:</b>	
<b>To consider and agree that Council Officials draw up a suitable lease between Council and Sure Start South Armagh in relation to land at Bessbrook Community Centre.</b>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>Newry, Mourne and Down District Council own the property Bessbrook Community Centre and the land surrounding it. Council have sought expressions of interest on proposed projects within the area adjacent to Bessbrook Community Centre.</p> <p>Expression of Interest advert placed in local newspapers on 1<sup>st</sup> May 2018 and closed on Friday 11<sup>th</sup> May 2018 at 12noon.</p> <p>1 Expression of Interest was received from Sure Start South Armagh.</p> <p>An update meeting between Council Officials and Sure Start South Armagh took place on Friday 1<sup>st</sup> June 2018, at which Sure Start advised they require a 25year lease.</p> <p>Land Property Services (LPS) currently working on valuation of the land.</p> <p>Subject to suitable valuation from LPS Council Officials continue to draw up lease between Council and Sure Start South Armagh.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<ul style="list-style-type: none"> <li>• <b><i>LPS Valuation</i></b></li> <li>• <b><i>Valuation being suitable for both parties</i></b></li> <li>• <b><i>25year lease required</i></b></li> <li>• <b><i>No Minister in place at Stormont</i></b></li> </ul>
<b>3.0</b>	<b>Recommendations:</b>
3.1	<b><i>That the Committee approve Council Officials to draw up suitable lease between Council and Sure Start South Armagh in relation to land at Bessbrook Community Centre.</i></b>
<b>4.0</b>	<b>Resource implications</b>
4.1	Officer Time.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	This should have a positive impact on Good Relations between Council and the local community.
<b>6.0</b>	<b>Appendices</b>
	None

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Additional vehicles Community Services department
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen - Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Julie McCann - Head of Community Services, Facilities and Events

<b>Decisions required:</b>	
<b>To consider and agree:</b>	
<b>To approve the Fleet Department to procure 2 large Panel vans and 2 small vans for the Community Services department</b>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>At present the community services department own 1 large panel van and have one large van on Hire (£200 per week - not cost effective)</p> <p>NM&amp;DDC developed a policy and procedure for supporting community events. It recommended that the provision of logistical support for events should be expanded to cover the whole district not just the Legacy Newry area. To facilitate this change an additional van is required as well as replacing the old existing van which has reliable issues</p> <p>In the Community Centre review it was recommended that council resources should be more equitably spread amongst the 16 council community managed schemes and also to investigate removing the burden on volunteers regarding H&amp;S checks. To allow us to implement these changes two smaller vans are required for staff to move between locations.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>Community services section has been in discussion with fleet management to establish the most suitable vehicles to meet the needs of our service.</p> <p>A Capital Budget of £80k has been allocated within this financial year  Cost per Van : Large Van £25,000 each x 2  Small Van £15,000 each x 2</p>
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee agree to approve the Fleet Department to procure 2 large Panel vans and 2 small vans for the Community Services department
<b>4.0</b>	<b>Resource implications</b>
4.1	Annual running costs, including fuel : Small Van cost £5,231/Pa, Larger Van cost £8900/PA
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	This should have a positive impact on Good Relations between Council and the local community.
<b>6.0</b>	<b>Appendices</b>
	None.

<b>Report to:</b>	<b>Active and Healthy Communities</b>
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Financial Assistance
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director: Community Engagement
<b>Contact Officer (Including Job Title):</b>	Justyna McCabe, Programmes Manager

<b>Decisions required:</b>	
<p><b><i>To consider and agree to:</i></b></p> <ol style="list-style-type: none"> <li>1. Approval to fund applications in Call 2 for the 2018-2019 periods as per the Appendix 1.</li> <li>2. To develop and agree to a Memorandum of Understanding between The Trustees of Thomas Davis GAC Newry, Newry Mourne &amp; Down District Council and Armagh City, Banbridge and Craigavon Borough Council in order to progress the delivery of the project.</li> </ol>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>The Call for Financial Assistance opened on Monday 23<sup>rd</sup> April 2018 and closed on Friday 18<sup>th</sup> May 2018 with 138 applications received under the following themes:</p> <ul style="list-style-type: none"> <li>• Live Here, Love Here</li> <li>• Good Relations</li> <li>• PCSP</li> <li>• Christmas Illuminations</li> <li>• Minor Capital Schemes</li> <li>• Tourism Events</li> <li>• Tourism Partnership Marketing Fund</li> </ul> <p>Attached is a report which provides a breakdown of the number of applications, pass and fail at each stage of the process, geographical spread of the applications received and a breakdown of the final allocations to successful applicants. The Tourism Events and Tourism Partnership Marketing Fund theme results have been tabled at the ERT Committee meeting with the exception of one application that was assessed at a later date and is included in the Appendix 1.</p>
1.2	<p>There will be no more calls for Financial Assistance for 2018/19.</p> <p>Armagh City, Banbridge and Craigavon Borough Council are the Lead Partner on the Social Investment Fund Capital Programme for the Southern Zone and are acting as the main funder for the Thomas Davis project in Newry. This project is also being funded by the Financial Assistance Capital Grant (£100,000). Armagh Banbridge and Craigavon Council will be making payments directly to the contractors on behalf of Thomas Davis and therefore require a Memorandum of Understanding which will provide an agreement from The Trustees of Thomas</p>

	Davis GAC Newry to authorise Newry Mourne & Down District Council to pay all of the £100,000 of funding directly to Armagh City, Banbridge & Craigavon Borough Council for the purposes of delivering the construction of the new changing and community facility at Thomas Davis as part of the overall Social Investment Fund project. Legal advice has been sought.
	<b>Key issues:</b>
2.1	<ul style="list-style-type: none"> <li>Managing the unsuccessful outcomes through the debrief and review process.</li> <li>Managing community expectations as there will be no more calls for this financial year.</li> </ul>
<b>3.0</b>	<b>Recommendations:</b>
3.1	<ol style="list-style-type: none"> <li>Approval to fund applications in Call 2 for the 2018-2019 periods as per the Appendix 1.</li> <li>To develop and agree to a Memorandum of Understanding between The Trustees of Thomas Davis GAC Newry, Newry Mourne &amp; Down District Council and Armagh City, Banbridge and Craigavon Borough Council in order to progress project delivery.</li> </ol>
<b>4.0</b>	<b>Resource implications:</b>
4.1	<ul style="list-style-type: none"> <li>The total amount awarded for each theme as per the Appendices.</li> <li>Staff time to carry out debriefs and reviews, process claims and provide support to groups.</li> </ul>
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	There is an inclusion of equality and good relations within the applications and the process is underpinned by Equality and Good Relations principles.
<b>6.0</b>	<b>Appendices</b>
	Financial Assistance 2018-2019 Call 2 Appendix 1 report.



## Christmas Illuminations Financial Assistance Call 2 2018/19

### Applications received 32

23 Applications recommended for funding

72% of applications awarded

Amount requested from successful applicants

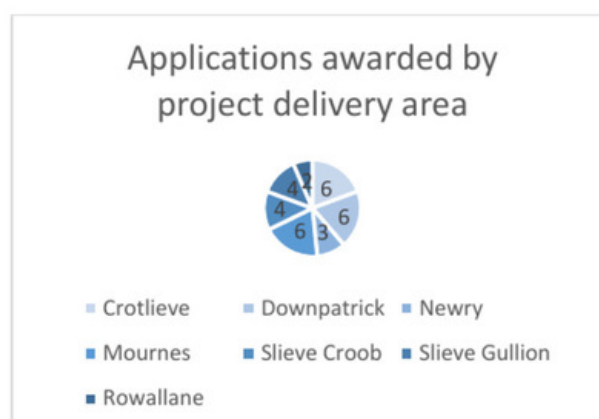
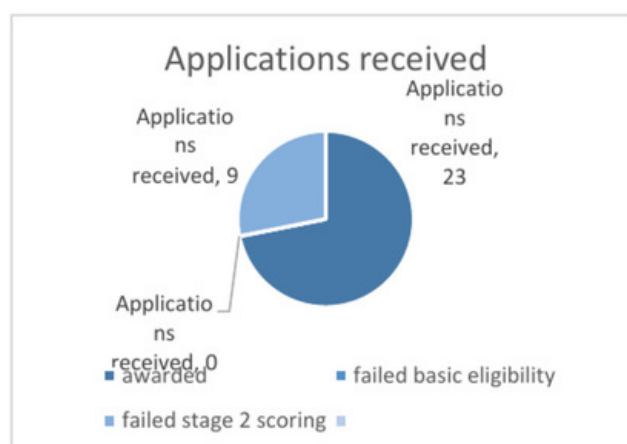
**£54,465.00**

Total amount awarded **£28,898.00**

### Of the 9 applications:

0 failed basic eligibility = 0%

9 Failed stage 2 scoring = 18%



### Breakdown of Applications per stage and final amount recommended for award.

#### Stage 1 = 0 Fail

Group	Passed basic eligibility

#### Stage 2 = 9 fail

Group	Passed basic eligibility	Stage 2
CH-3-2018	yes	No
CH-5-2018	yes	No



CH-12-2018	yes	No
CH-14-2018	yes	No
CH-17-2018	yes	No
CH-19-2018	yes	No
CH-21-2018	yes	No
CH-27-2018	yes	No
CH-29-2018	yes	No

**Stage 1 & 2 = 23 Passed & 23 Recommended for Awarded**

Group	Passed basic eligibility	Stage 2	Recommended Amount Awarded
CH-1-2018	yes	yes	£1,500.00
CH-2-2018	yes	yes	£1,500.00
CH-4-2018	yes	yes	£1,500.00
CH-6-2018	yes	yes	£755.00
CH-7-2018	yes	yes	£850.00
CH-8-2018	yes	yes	£1,500.00
CH-9-2018	yes	yes	£1,500.00
CH-10-2018	yes	yes	£1,050.00
CH-11-2018	yes	yes	£1,500.00
CH-13-2018	yes	yes	£1,000.00
CH-15-2018	yes	yes	£1,450.00
CH-16-2018	yes	yes	£1,500.00
CH-18-2018	yes	yes	£1,500.00
CH-20-2018	yes	yes	£1,000.00
CH-22-2018	yes	yes	£1,488.00
CH-23-2018	yes	yes	£1,240.00
CH-24-2018	yes	yes	£1,065.00
CH-25-2018	yes	yes	£1,500.00
CH-26-2018	yes	yes	£1,000.00
CH-28-2018	yes	yes	£1,000.00
CH-30-2018	yes	yes	£1,500.00
CH-31-2018	yes	yes	£1,000.00
CH-32-2018	yes	yes	£1,000.00
<b>Total Awarded</b>			<b>£28,898.00</b>

## Down Your Street Financial Assistance Call 2 2018/19

### Applications received 10

7 Applications recommended for funding

70% of applications awarded

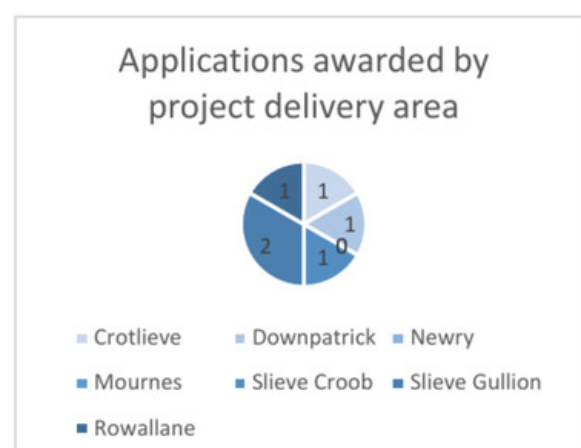
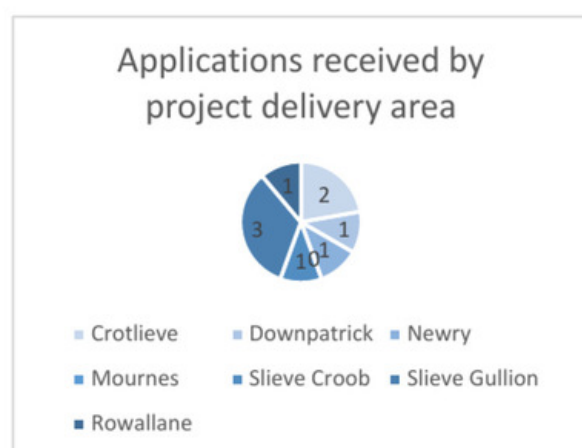
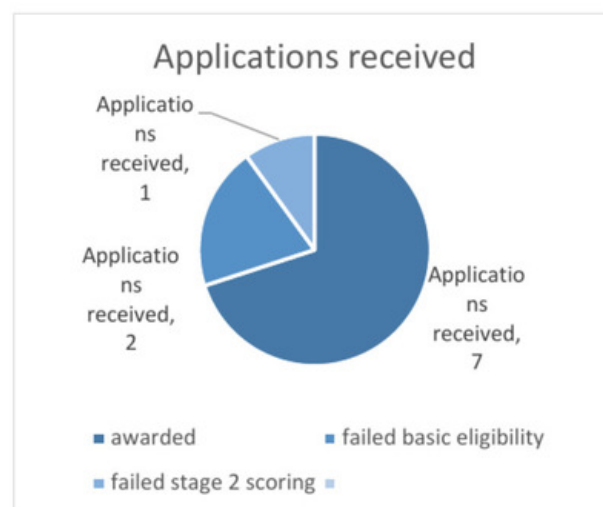
Amount requested from successful applicants  
**£13,815.15**

Total amount awarded **£13,815.15**

### Of the 3 applications:

2 failed basic eligibility = 20%

1 Failed stage 2 scoring = 10%



### Breakdown of Applications per stage and final amount recommended for award.

#### Stage 1 = 2 Fail

Group	Passed basic eligibility
DYS-4-2018	No
DYS-6-2018	No

#### Stage 2 = 1 fail

Group	Passed basic eligibility	Stage 2
DYS-2-2018	yes	No

## Stage 1 & 2 = 7 Passed & 7 Recommended for Awarded

Group	Passed basic eligibility	Stage 2	Recommended Amount Awarded
DYS-1-2018	yes	yes	£3,000.00
DYS-3-2018	yes	yes	£3,000.00
DYS-5-2018	yes	yes	£2,020.00
DYS-7-2018	yes	yes	£1,495.15
DYS-8-2018	yes	yes	£500.00
DYS-9-2018	yes	yes	£800.00
DYS-10-2018	yes	yes	£3,000.00
<b>Total Awarded</b>			<b>£13,815.15</b>

## Good Relations Financial Assistance Call 2 2018/19

### Applications received 28

21 Applications recommended for funding

75% of applications awarded

Amount requested from successful applicants

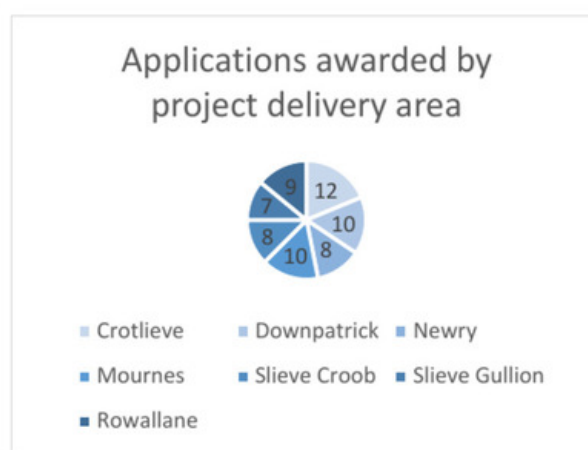
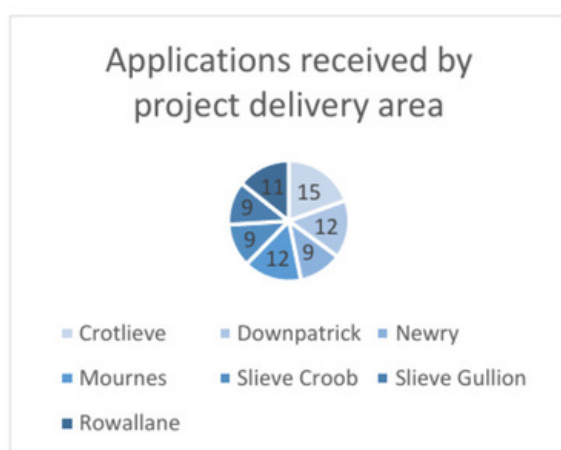
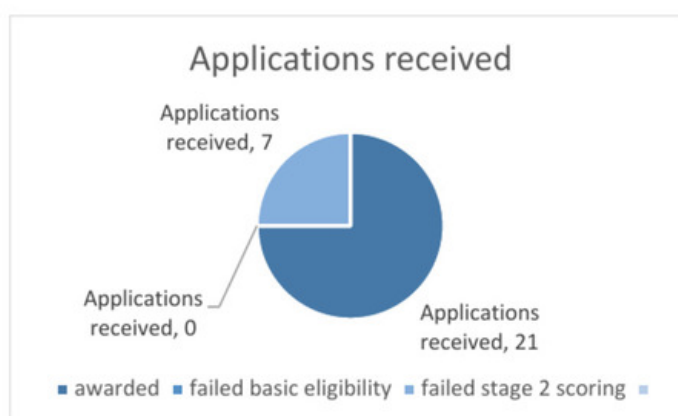
**£15,750.00**

Total amount awarded **£15,750.00**

### Of the 7 applications:

0 failed basic eligibility = 0%

7 Failed stage 2 scoring = 25%



### Breakdown of Applications per stage and final amount recommended for award.

#### Stage 1 = 0 Fail

Group	Passed basic eligibility

#### Stage 2 = 7 fail

Group	Passed basic eligibility	Stage 2
GR-4-2018	yes	No
GR-5-2018	yes	No
GR-8-2018	yes	No
GR-12-2018	yes	No
GR-21-2018	yes	No
GR-25-2018	yes	No
GR-26-2018	yes	No

#### Stage 1 & 2 = 21 Passed & 21 Recommended for Awarded

Group	Passed basic eligibility	Stage 2	Recommended Amount Awarded
GR-1-2018	yes	yes	£750.00
GR-2-2018	yes	yes	£750.00
GR-3-2018	yes	yes	£750.00
GR-6-2018	yes	yes	£750.00
GR-7-2018	yes	yes	£750.00
GR-9-2018	yes	yes	£750.00
GR-10-2018	yes	yes	£750.00
GR-11-2018	yes	yes	£750.00
GR-13-2018	yes	yes	£750.00
GR-14-2018	yes	yes	£750.00
GR-15-2018	yes	yes	£750.00
GR-16-2018	yes	yes	£750.00
GR-17-2018	yes	yes	£750.00
GR-18-2018	yes	yes	£750.00
GR-19-2018	yes	yes	£750.00
GR-20-2018	yes	yes	£750.00
GR-22-2018	yes	yes	£750.00
GR-23-2018	yes	yes	£750.00
GR-24-2018	yes	yes	£750.00
GR-27-2018	yes	yes	£750.00
GR-28-2018	yes	yes	£750.00
<b>Total Awarded</b>			<b>£15,750.00</b>

## PCSP Financial Assistance Call 2 2018/19

### Applications received 31

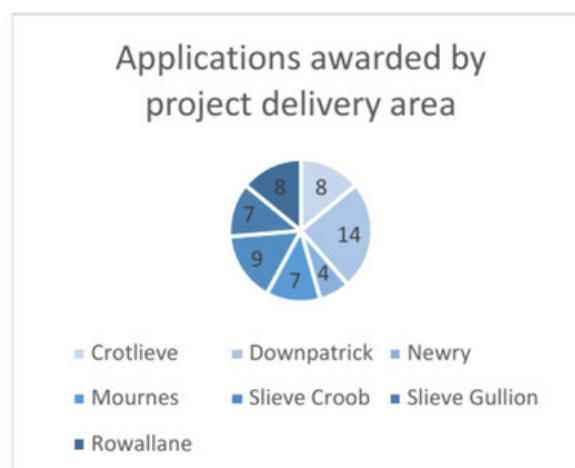
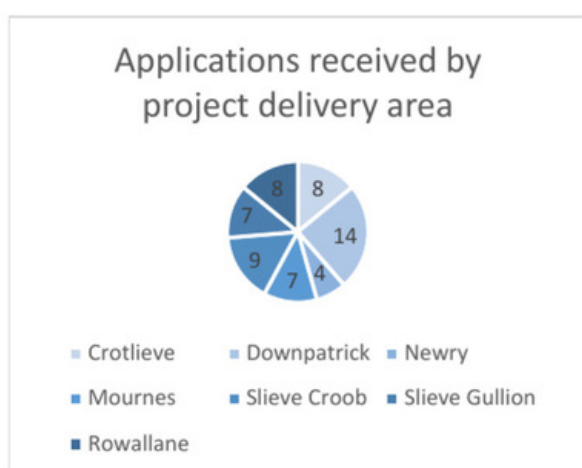
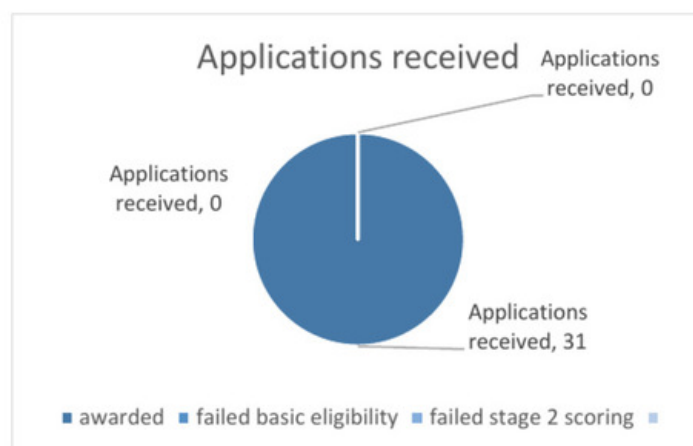
**31** Applications recommended for funding

**100%** of applications awarded

Amount requested from successful applicants

**£22,883.27**

Total amount awarded **£22,883.27**



### Breakdown of Applications per stage and final amount recommended for award.

#### Stage 1 = 0 Fail

Group	Passed basic eligibility

#### Stage 2 = 0 fail

Group	Passed basic eligibility	Stage 2

**Stage 1 & 2 = 31 Passed & 31 Recommended for Awarded**

Group	Passed basic eligibility	Stage 2	Recommended Amount Awarded
PCSP-1-2018	yes	yes	£750.00
PCSP-2-2018	yes	yes	£750.00
PCSP-3-2018	yes	yes	£750.00
PCSP-4-2018	yes	yes	£635.00
PCSP-5-2018	yes	yes	£750.00
PCSP-6-2018	yes	yes	£600.00
PCSP-7-2018	yes	yes	£750.00
PCSP-8-2018	yes	yes	£750.00
PCSP-9-2018	yes	yes	£750.00
PCSP-10-2018	yes	yes	£750.00
PCSP-11-2018	yes	yes	£750.00
PCSP-12-2018	yes	yes	£750.00
PCSP-13-2018	yes	yes	£750.00
PCSP-14-2018	yes	yes	£750.00
PCSP-15-2018	yes	yes	£750.00
PCSP-16-2018	yes	yes	£750.00
PCSP-17-2018	yes	yes	£750.00
PCSP-18-2018	yes	yes	£750.00
PCSP-19-2018	yes	yes	£750.00
PCSP-20-2018	yes	yes	£750.00
PCSP-21-2018	yes	yes	£750.00
PCSP-22-2018	yes	yes	£750.00
PCSP-23-2018	yes	yes	£720.00
PCSP-24-2018	yes	yes	£750.00
PCSP-25-2018	yes	yes	£750.00
PCSP-26-2018	yes	yes	£750.00
PCSP-27-2018	yes	yes	£750.00
PCSP-28-2018	yes	yes	£728.27
PCSP-29-2018	yes	yes	£700.00
PCSP-30-2018	yes	yes	£750.00
PCSP-31-2018	yes	yes	£750.00
<b>Total Awarded</b>			<b>£22,883.27</b>

## Minor Works Capital Financial Assistance Call 2 2018/19

### Applications received 23

8 Applications recommended for funding

35% of applications awarded

Amount requested from successful applicants

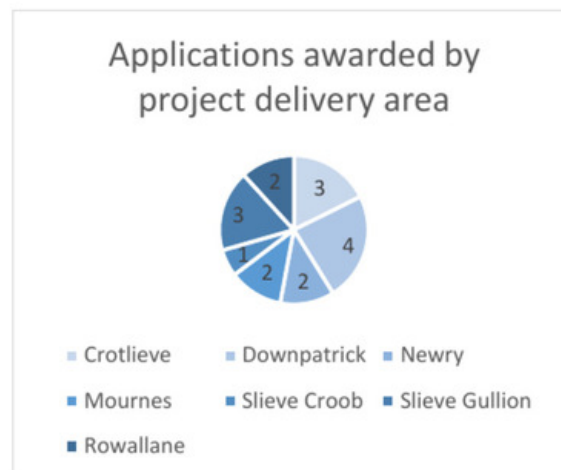
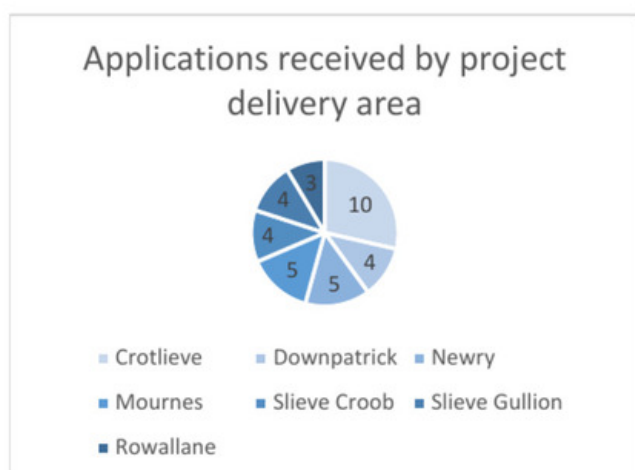
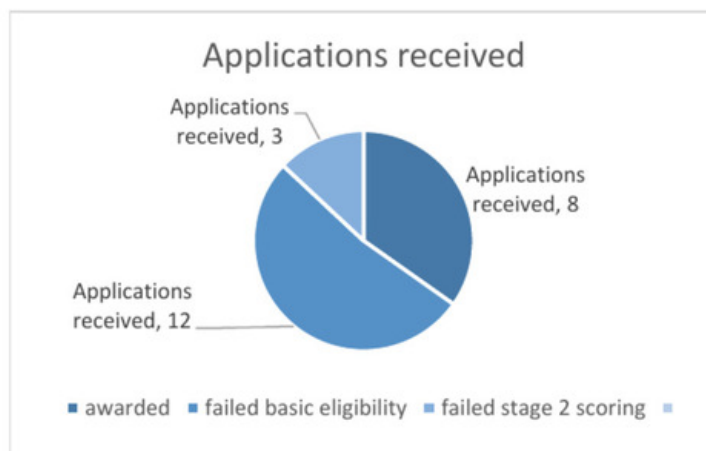
**£128,879.73**

Total amount awarded **£128,879.73**

### Of the 15 applications:

12 failed basic eligibility = 52%

3 Failed stage 2 scoring = 13%



### Breakdown of Applications per stage and final amount recommended for award.

#### Stage 1 = 12 Fail

Group	Passed basic eligibility
MG-5-2018	No
MG-6-2018	No
MG-8-2018	No
MG-9-2018	No
MG-11-2018	No
MG-12-2018	No
MG-15-2018	No
MG-17-2018	No
MG-19-2018	No
MG-20-2018	No
MG-21-2018	No
MG-22-2018	No



### Stage 2 = 3 fail

Group	Passed basic eligibility	Stage 2
MG-2-2018	yes	No
MG-7-2018	yes	No
MG-13-2018	yes	No

### Stage 1 & 2 = 8 Passed & 8 Recommended for Awarded

Group	Passed basic eligibility	Stage 2	Recommended Amount Awarded
MG-1-2018	yes	yes	£12,236.00
MG-3-2018	yes	yes	£22,500.00
MG-4-2018	yes	yes	£11,715.00
MG-10-2018	yes	yes	£22,387.50
MG-14-2018	yes	yes	£17,175.00
MG-16-2018	yes	yes	£19,530.00
MG-18-2018	yes	yes	£10,061.23
MG-23-2018	yes	yes	£13,275.00
<b>Total Awarded</b>			<b>£128,879.73</b>

### Tourism Events Financial Assistance Call 2

Group	Passed basic eligibility	Stage 2	Recommended Amount Awarded
TE2-8-2018	yes	yes	£ 7,000

END

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 <sup>th</sup> June 2018
<b>Subject:</b>	New Down Leisure Centre Transitional Arrangements
<b>Reporting Officer (Including Job Title):</b>	Kieran Gordon, Head of Indoor Leisure
<b>Contact Officer (Including Job Title):</b>	Kieran Gordon, Head of Indoor Leisure
<b>Decisions required:</b>	
To consider and agree to: <b>Approve the new Down Leisure Centre transitional arrangements.</b>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>The new Down Leisure Centre construction project is nearing completion. The contractor has provided their construction timetable which includes their finishing schedule and building/equipment/services familiarisation training and due to certain deadlines needing to be achieved, a decision is required on the closure of the existing Down Leisure Centre and the ensuing programme to achieve the opening of the new facility.</p> <p>Previously in 2015 when Newry Leisure Centre Phase 1 opened, Council approved a 4 week transitional period and then in 2017 a 3 week transitional period for Newry Leisure Centre Phase 2 opening. This was to allow staff to prepare for the new centre openings as many items of work could not be conducted pre-building handover due to the construction timetable and liabilities. During these periods, the old Newry Swimming Pool in 2015 and later the old Newry Sports Centre in 2017 closed.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>It is anticipated that the Council should achieve practical completion and subsequent building handover of the new Down Leisure Centre Phase 2 during early Autumn 2018.</p> <p>A number of key actions have been identified to assist with the opening of the new building, namely:</p> <ul style="list-style-type: none"> <li>• Council led installation of key areas post building handover that were not included within the project – eg. Fitness suite, office accommodation, etc</li> <li>• Council led implementation of loose fixture, fittings and equipment that were not included within the project and transfer of key items from existing Down Leisure Centre to the new facility that cannot be achieved whilst the existing centre is still in use with service provision being maintained – eg. Sports hall equipment, group exercise equipment, etc</li> <li>• Contractor/supplier and Council led familiarisation training demonstrations for staff post hand-over – eg. Plant room, security systems, IT/AV equipment, specialist equipment, new fitness equipment, emergency procedural training etc</li> <li>• Review and procedural sign-off from the Council's leisure specific health and safety consultants</li> </ul> <p>Therefore, in order to achieve the above, officers have identified that Down Leisure Centre will need to close and therefore there will be no customer access to</p>

	sports halls, coached activities, fitness suite, swimming pool,etc for an approx. period of 21 days (note however that during day 14-20 there will be specific soft launch sessions planned for various user groups to test the building procedures) – customers will be given the opportunity to avail of other leisure facilities where applicable (ie. Ballymote Sports and WellBeing Centre)
<b>3.0</b>	<b>Recommendations:</b>
3.1	<p>That the committee agree to approve as follows:</p> <ul style="list-style-type: none"> <li>• Closure of existing Down Leisure Centre immediately following new building handover</li> <li>• Allowing an approx. 21 day period for key training, familiarisation and independent consultant health and safety procedural sign off</li> <li>• Development of marketing launch plan to include a “soft launch” to test procedures</li> <li>• Customers will be kept updated with regards to the above within a timely matter and impact minimised where possible</li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	<p>Officer time – to make staff and customers aware of arrangements, to co-ordinate training plan</p> <p>Financial - Associated reduction in income is anticipated in this year income budget.</p>
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	The new centre transition arrangements take positive actions and it is not anticipated these will have an adverse impact upon the promotion of equality of opportunity and good relations.
<b>6.0</b>	<b>Appendices</b>
	N/A

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 <sup>th</sup> June 2018
<b>Subject:</b>	STA Approved Training Centre
<b>Reporting Officer (Including Job Title):</b>	Kieran Gordon, Head of Indoor Leisure
<b>Contact Officer (Including Job Title):</b>	Kieran Gordon, Head of Indoor Leisure
<b>Decisions required:</b>	
To consider and agree to:	
<ul style="list-style-type: none"> <li><b>Approve the registration process for NMDDC to become an STA Approved Training Centre</b></li> </ul>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	Currently within Indoor Leisure, swim teachers are expected to hold a current Level 2 STA Swimming Instructor Qualification or equivalent in order to deliver swim lessons. In addition, a qualified swim tutor within the department delivers on-going training courses within a number of areas for existing staff, new staff where applicable and for public courses: <ul style="list-style-type: none"> <li>STA Student Teacher Award</li> <li>STA Disability Teacher Award</li> <li>STA Baby and Pre-School Award</li> <li>STA Award in Teaching</li> <li>STA Certificate in Teaching</li> </ul>
1.2	Moving forward, the Swimming Teachers Associated require organisations to register to become an Approved Training Centre in order to delivered its training and qualifications and to ensure robust and sufficient measures are in place to deliver its approved qualifications.
<b>2.0</b>	<b>Key issues:</b>
2.1	Attached with Appendix A are the registration documents and officers recommend that Council apply to be an approved training centre for the delivery of training and qualifications.
	<b>Recommendations:</b>
<b>3.0</b>	That the Committee agree to proceed with the option contained within section 2.1 of this report: <ul style="list-style-type: none"> <li>proceed to complete the registration forms to apply to be an approved training centre for the delivery of training and qualifications</li> </ul>
<b>4.0</b>	<b>Resource implications</b>
	Officer time – to complete registration process, to prepare/supply/maintain documents required Financial – N/A
<b>5.0</b>	<b>Equality and good relations implications:</b>
	The proposal to complete registration process with a view of achieving Approved Training Centre status take positive actions and it is not anticipated these will have an adverse impact upon the promotion of equality of opportunity and good relations.
<b>6.0</b>	<b>Appendices</b>
	Appendix A – Registration Form



# Approved Training Centre Tutor Agreement

## Introduction

Safety Training Awards is the Awarding Organisation of the Swimming Teachers Association (STA) which is a membership organisation and a registered charity.

Safety Training Awards Qualifications are regulated by Ofqual (England), Qualifications Wales (Wales), CCEA (Northern Ireland) and accredited by SQA Accreditation (Scotland). To view the full range of qualifications please refer to Safety Training Awards Qualification Specifications on our website ([www.safetytrainingawards.co.uk](http://www.safetytrainingawards.co.uk)).

At Safety Training Awards, we aim to promote high standards and learner/public confidence, this is achieved through our mandatory quality assurance procedures providing consistency and ensuring our qualification results can be relied upon. Please refer to the Customer Service Statement on our website for further information ([www.safetytrainingawards.co.uk](http://www.safetytrainingawards.co.uk)).

## Conditions

This document has been prepared for STA tutors to explain our agreement. At Safety Training Awards, we aim to support our tutors throughout the process to ensure the highest standards are achieved. However, we do expect our tutors to commit to the following statements:

- Support your centre in meeting the requirements set out in Safety Training Awards Approved Training Centre (ATC) approval criteria;
- Make learners aware of the policies and procedures which are available to support them in their learning journey (please see overleaf for more information);
- Ensure Safety Training Award qualifications are delivered, assessed and quality assured in line with the qualification specifications and assessment guidance;
- Attend mandatory standardisation meetings or updates;
- Ensure your knowledge and skills are up to date in accordance with any changes made by Safety Training Awards to the delivery and assessment of courses;
- Remain occupationally competent and maintain continual professional development (CPD) in accordance with best practice guidance;
- Store and maintain learner and assessment records in line with the centre legislative policies and procedures;
- Ensure knowledge and skills are kept up to date with current Health & Safety legislative requirements, promoting the welfare of learners by effective teaching in a safe environment;
- Always ensure training and assessment activities and equipment are safe and well maintained, in line with centre policies;
- Any accidents must be reported in line with centre policies;
- Provide a safe environment for all by adhering to Health & Safety legislation and keeping up to date with Safety Training Awards current safeguarding policy where necessary (please refer to our website or request a copy from Safety Training Awards);
- Ensure that assessments are conducted fairly, and all learners have equal opportunities to be successful in their chosen course of study;
- Report any events and issues with implementing the assessment procedures, suspected malpractice, maladministration or illegal activity in line with centre procedures and Safety Training Awards procedures.



Please refer to the Safety Training Awards website for further supporting information that may be useful to you.

## Safety Training Awards Policies

To support Safety Training Awards tutor status, you may find the following policies useful:

- Equality and Diversity Policy;
- Complaints Policy;
- Enquiries and Appeal policy;
- Reasonable Adjustments and Special Considerations policy;
- Conflicts of Interest policy;
- Malpractice/maladministration and whistleblowing policy.

All the above policies are available on our website or you can request a copy by contacting us.

## Breach of Agreement and Sanctions

Safety Training Awards is dedicated to maintaining the highest standards of delivery and assessment for all qualifications. We require our tutors to maintain these standards, if a cause for concern or breach of agreement is highlighted, tutor status may be in jeopardy and we are obliged to investigate this matter in accordance with our sanctions policy which is available on our website.

## Confidentiality

Safety Training Awards hold tutor contact details on our website to allow Approved Training Centres (ATC), assessors, learners and quality assurers to use the 'search a tutor' function for the delivery and/or assessment of a qualification. Please inform us if you do not wish for us to divulge your identity and we will ensure we do not disclose your details.

## Agreement

- I have read the above and agree to adhere to all the conditions set out by Safety Training Awards;
- I agree to abide by all Safety Training Awards policies and procedures;
- I agree / do not agree (~~delete as applicable~~) for Safety Training Awards to hold my contact details on the 'Search for a tutor' function on the STA website.

Name:	<input type="text"/>
Membership Number:	<input type="text"/>
Telephone Number:	<input type="text"/>
Email Address:	<input type="text"/>
Signature:	<input type="text"/>
Date of agreement:	<input type="text"/>



# Approved Training Centre (ATC) Policies and Procedures Agreement

This agreement was made on  ("effective date")

## Between

This agreement is between **Safety Training Awards (STA)** whose main place of business is at: Anchor House, Birch Street, Walsall, West Midlands, WS2 8HZ and   
 (state name & address of Approved Training Centre)

## Agreement

We have agreed that Safety Training Awards ATC Approval will be granted on the understanding that you sign this agreement confirming you will develop and implement the required policies and procedures by **Wednesday 1<sup>st</sup> August 2018** to support your ATC application.

The required policies are as follows:

- Equality and Diversity policy
- Complaints policy
- Appeals policy
- Malpractice and Maladministration policy
- Safeguarding policy (where applicable)
- Health and Safety policy
- Internal Quality Assurance (IQA) policy

This agreement is **strictly confidential** between the two parties named above.

If at any point there is a breach to this agreement and / or the required policies and procedures are not submitted to support the ATC approval process by the set deadline **Wednesday 1<sup>st</sup> August 2018**, Safety Training Awards reserves the right to terminate this agreement with immediate effect and this could result in the removal of the Approved Training Centre (ATC) status.

**By signing this agreement, you are committing to the above requirements. Please submit this agreement and any policies you have in place along with the ATC agreement.**

Signature:  Print Name:

Position within the ATC named above:

Date:

Agreed by Safety Training Awards Quality Assurance Manager:





# Approved Training Centre (ATC) Agreement

Safety Training Awards (STA) are required to ensure that its Approved Training Centres (ATC) formally agree to our approval criteria. We are governed by the following regulatory authorities:

- Ofqual (Office of Qualifications and Examination Regulations)
- SQA Accreditation (Scottish Qualifications Authority)
- QW (Qualifications Wales)
- CCEA (Council for the Curriculum, Examinations and Assessments)

By signing this document you agree, as an Approved Training Centre (ATC), to adhere to Safety Training Awards policies, procedures and the approval criteria detailed below. Failure to do so may result in sanctions being applied in line with our sanctions policy.

## 1. Centre Management, Policies, Procedures and Legislation

1.1	Adhere to Safety Training Awards policies, procedures and the Approved Training Centre (ATC) criteria at all times.
1.2	Ensure that all qualifications that are delivered under the centre approval follow the requirements set out by Safety Training Awards for the delivery and assessment of the qualification.
1.3	Ensure that all sites comply with relevant Health and Safety legislation and risk assessments are completed for all training and assessment activities.
1.4	Comply with the Data Protection Act and do nothing to compromise data security.
1.5	Make all learners aware of the requirements, policies and information applicable to them for the qualification they are undertaking, which are downloadable from Safety Training Awards website.
1.6	Deliver Safety Training Awards qualifications in accordance with National Laws, including those relating to Health and Safety and Equalities Law.
1.7	Operate appeals and complaints procedures for the benefit of learners which meets the requirements of Safety Training Awards.

## 2. Centre Resources and Staffing

2.1	Ensure all tutors, assessors and quality assurers are qualified in line with Safety Training Awards requirements and have been approved to carry out any training, assessment or quality assurance activities.
2.2	Appoint a current employee to act as the Approved Training Centre (ATC) Co-ordinator. This person will be the appointed contact between the Approved Training Centre (ATC) and Safety Training Awards.
2.3	Maintain a workforce of appropriate size and competence to undertake the delivery, assessment and quality assurance of the qualifications the centre is approved to deliver as required by Safety Training Awards.
2.4	Maintain sufficient managerial and administrative resources to enable the effective and efficient delivery of Safety Training Awards qualifications.

2.5	Report any findings of tutor, assessor, learner or quality assurer malpractice or maladministration to Safety Training Awards immediately.
2.6	Have available sufficient and suitable resources to enable it to efficiently and effectively deliver the qualification in line with Safety Training Awards requirements.
2.7	Ensure Centre personnel involved with the assessment of Safety Training Awards qualifications do not have any conflicts of interest. This includes assessors, quality assurers and invigilators. All conflicts of interest shall be declared and managed in line with Safety Training Awards conflict of interest policy.

### 3. Malpractice / Maladministration

3.1	Notify Safety Training Awards of any changes within the Approved Training Centre (ATC) which may impact on their ability to fulfil the requirements of this agreement.
3.2	Investigate any form of malpractice or maladministration in line with Safety Training Awards procedures.
3.3	Assist Safety Training Awards or any other regulatory body with investigations which are necessary for the performance of their duties.
3.4	Report any instances where the Approved Training Centre (ATC) are unable to comply with this agreement to Safety Training Awards at the first available opportunity.
3.5	Work with and support Safety Training Awards with any decision it takes in the event of malpractice or maladministration.
3.6	Any concerns of tutor, assessor, quality assurer performance to be reported to Safety Training Awards immediately.

### 4. Centre Records, Data and Access

4.1	Retain all historical data as required by Safety Training Awards and in line with the Data Protection Act.
4.2	Comply with Safety Training Awards requests for data, information or any documents required by its regulators as soon as practicable.
4.3	Allow access to the Approved Training Centre (ATC) facility, staff, learners and records within reasonable notice (usually 7 – 10 days).
4.4	All data, information and documents submitted to Safety Training Awards must be current, accurate and complete.
4.5	Will allow where required, Safety Training Awards and any EQA's appointed on their behalf access to training venues/rooms including swimming pools.
4.6	Safety Training Awards may request information from the Approved Training Centre (ATC) in order to help develop qualifications and for research purposes.
4.7	Assist Safety Training Awards and regulatory bodies in carrying out any reasonable monitoring activities.

### 5. Centre Quality Assurance

5.1	Carry out internal quality assurance activities and standardisation in accordance with Safety Training Awards centre approval requirements.
5.2	All documents from internal quality assurance checks to be uploaded to STA Online within 28 days of the IQA monitoring activity.
5.3	The Approved Training Centre (ATC), upon request by the EQA (minimum 7 days), will prepare all the necessary paperwork and materials required by Safety Training Awards for an external quality assurance visit/activity.



5.4	Following quality assurance, action points must be addressed within the given timeframe.
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## 6. Withdrawal of Qualifications and / or Approval Status

6.1	If, for any reason, a course cannot be completed to make arrangements for learners to continue their learning at another site without extra cost or inconvenience.
6.2	Give a minimum of one month notice in order to terminate this agreement, this must be communicated to Safety Training Awards in writing.
6.3	Work with Safety Training Awards to protect the interests of current and potential learners throughout the withdrawal process.
6.4	Safety Training Awards have the right to withdraw or suspend the status of any Approved Training Centre (ATC) who has not met the requirements of this agreement. In this instance, the centre will work with Safety Training Awards in order to protect the interests of learners.
6.5	There's no official partnership arrangement or business venture of any kind. Approved Training Centre (ATC) status provides the centre with the opportunity to use Safety Training Awards as an awarding organisation.

## 7. Centre Learner Registration and Support

7.1	Register learners in line with Safety Training Awards requirements.
7.2	Comply with Safety Training Awards requirements relating to the authentication of learners.
7.3	Ensure, as far as reasonably practicable, that equal opportunities are offered to all learners attending the course.

## 8. Centre Promotion

8.1	Use any logos/marketing materials in line with the terms and conditions set out by Safety Training Awards.
8.2	Ensure that information communicated to users of qualifications by anyone connected with the Approved Training Centre (ATC) in respect of Safety Training Awards qualifications is accurate and up to date.

Approved Training Centre Details

ATC Name	
Registered company no (if applicable)	
Registered address	
Website	

Site Details

Site Name	
Registered Address	

Site Details

Site Name	
Registered Address	

## Centre Personnel

Please provide details of staff who will be the key contacts within your Approved Training Centre (ATC):

<b>Name</b>		<b>Role</b>	<b>Co-ordinator</b>
<b>Membership Number (if applicable)</b>			
<b>Full Address</b>			
<b>Contact Numbers</b>			
<b>Email Address</b>			

<b>Name</b>		<b>Role</b>	<b>Site Contact</b>
<b>Membership Number (if applicable)</b>			
<b>Full Address</b>			
<b>Contact Numbers</b>			
<b>Email Address</b>			

<b>Name</b>		<b>Role</b>	<b>Accounts (Finance) Contact</b>
<b>Membership Number (if applicable)</b>			
<b>Full Address</b>			
<b>Contact Numbers</b>			
<b>Email Address</b>			

<b>Name</b>		<b>Role</b>	<b>IQA</b>
<b>Membership Number (if applicable)</b>			
<b>Full Address</b>			
<b>Contact Numbers</b>			
<b>Email Address</b>			

<b>Name</b>	<input type="text"/>	<b>Role</b>	<b>Tutor / Assessor</b>
<b>Membership Number (if applicable)</b>	<input type="text"/>		
<b>Full Address</b>	<input type="text"/>		
<b>Contact Numbers</b>	<input type="text"/>		
<b>Email Address</b>	<input type="text"/>		

<b>Name</b>	<input type="text"/>	<b>Role</b>	<b>Tutor / Assessor</b>
<b>Membership Number (if applicable)</b>	<input type="text"/>		
<b>Full Address</b>	<input type="text"/>		
<b>Contact Numbers</b>	<input type="text"/>		
<b>Email Address</b>	<input type="text"/>		

Please provide a copy of your professional indemnity, public liability and (where applicable) employers liability insurance. If you hold current STA membership insurance this will be active on the Approved Training Centres online account so you do not need to provide copies of this.	<b>Yes</b>	<input type="text"/>	<b>No</b>	<input type="text"/>

### Third Party and Contracting Arrangements

Give details of any third party or sub-contracting arrangements you have or intend to make: i.e. In the delivery and assessment of Safety Training Awards qualifications or concerning the marketing, advertising, recruitment or enrolment of learners to such qualifications.



Do you have centre approval with any other Awarding Organisations?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Please provide us with the details below of the Awarding Organisation and the qualifications you had approved.

Has your centre ever had Direct Claims Status (DCS) withdrawn, approval removed, or sanctions applied?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Please provide us with the details below.

## Centre Policies and Requirements

Can you provide the following documents to support your ATC application:

- Equality and Diversity Policy
- Complaints Policy
- Appeals Policy
- Malpractice and Maladministration Policy
- Safeguarding Policy (where applicable)
- Health and Safety Policy
- Internal Quality Assurance (IQA) Policy

Safety Training Awards have policies in place which are available to view on the Safety Training Awards website and can support centres in providing the required policies (centres will need to produce their own policies).





Qualifications

Please identify which qualifications you are seeking approval to deliver and your estimated registration numbers for the first 2 years.

Qualification Title	Proposed Tutor	Proposed Assessor	Proposed IQA	Registrations Year 1	Registrations Year 2

Please provide any information you can to support the qualifications you are seeking approval for i.e. a description of your centre activities, achievements, resources, facilities and any other information you think may be useful.

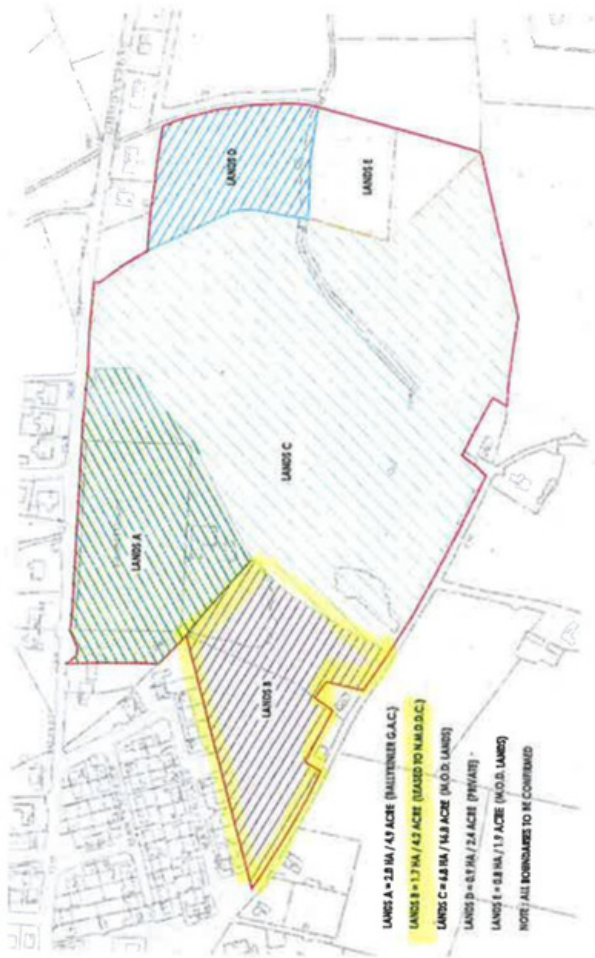


## Final Declaration

By signing this form, I confirm to the best of my knowledge that at the date of submission all information provided is true and accurate.

Centre Co-ordinator Name	
Centre Co-ordinator Signature	
Date of Submission	

CO. DOWN GAMES CENTRE



LOCATION - SITE BOUNDARY REQUIREMENTS

PROJECT NAME: CO. DOWN GAMES CENTRE PROJECT NO: 1/2020 DATE: 1/2020 DRAWN BY: [Signature] CHECKED BY: [Signature]	
PROJECT LOCATION: CO. DOWN GAMES CENTRE PROJECT AREA: 143 ACRE PROJECT PERMIT: 1/2020	
PROJECT OWNER: [Name] PROJECT CONTACT: [Name] PROJECT PHONE: [Number] PROJECT EMAIL: [Email]	
PROJECT DESCRIPTION: CO. DOWN GAMES CENTRE PROJECT LOCATION: CO. DOWN GAMES CENTRE PROJECT AREA: 143 ACRE PROJECT PERMIT: 1/2020	
PROJECT DRAWING: 1/2020 PROJECT SCALE: 1:1000 PROJECT DATE: 1/2020	

CO. DOWN GAMES CENTRE



AERIAL VIEW

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Ballykinlar Co Down Games Centre
<b>Reporting Officer (Including Job Title):</b>	Michael Lipsett, Director of Active and Healthy Communities
<b>Contact Officer (Including Job Title):</b>	Conor Haughey, Head of Outdoor Leisure

<b>Decisions required:</b>	
To consider the report and agree that Down County Board submit a planning application which includes the Council's current football pitch as shown in yellow in the attached map and agree in principle to surrender our lease for the Ballykinlar Football Pitch back to the MoD.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>Officers are arranging a meeting with Ballykinlar Community representatives and members of the Down County Board to discuss the proposed Planning Application for a new development for the GAA on land at the former Ballykinlar army base.</p> <p>The proposed facility may include 5 floodlit pitches, changing facilities, a gymnasium, handball courts, an auditorium and a new administrative base which will become the main hub for Down GAA.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	The Down County Board would like to work in partnership with the Council to ensure maximised community use for the proposed development and would also like the Council's permission to lodge a planning application which includes the Council's current football pitch as shown in yellow in the attached map and agreement in principle to surrender our lease for the Ballykinlar Football Pitch back to the MoD.
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee note the report.
<b>4.0</b>	<b>Resource implications</b>
4.1	None
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	The Council will have due regard to the need to promote equality of opportunity between the nine equality categories. Council will also seek to promote Good Relations between people of different Religious Belief, Political opinion and Ethnic Origin.
<b>6.0</b>	<b>Appendices</b>
	<p>Appendix 1: Map of Ballykinlar Football Pitch</p> <p>Appendix 2: Aerial view of the proposed Co Down Games Centre</p>



<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Progress report on the transfer of the Houses in Multiple Occupation (HMO) function from the Northern Ireland Executive (NIHE) to Councils.
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin Assistant Director Health and Well Being
<b>Contact Officer (Including Job Title):</b>	James Campbell Head of Environmental Health(Residential)

<b>Decisions required:</b>	
<p>To consider and agree to approve :-</p> <ul style="list-style-type: none"> <li>• The Service Delivery Model of one lead employing Council and two cluster areas of remaining Councils on a geographical spread</li> <li>• A collaboration agreement permitting Belfast City Council to procure ICT systems for the delivery of the function.</li> </ul>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>Members are reminded that the Houses in Multiple Occupation Act (NI) 2016 transfers the regulation of Houses in Multiple Occupation (HMO) from the Housing Executive to local Councils. The programme for the transfer of the HMO function is being overseen by a Regional Board in NI consisting of officers from Department for Communities (DfC), NIHE and the three lead Councils (Belfast City Council, Causeway Coast and Glens Borough Council, and Derry City and Strabane District Council).</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>An economic appraisal commissioned by the Department for Communities (DfC) considered a number of delivery options for the new service. The appraisal included financial and option modelling.</p> <p>This appraisal recognised that whilst an 11 Council model was the most desirable, it would mean that full cost recovery for Councils would prove difficult and would create a potential rate base burden on Councils as the service would have to be provided within existing resources. It was considered that the only way to negate these risks and provide a cost neutral and fit for purpose service was to cluster Councils and provide the new regime via a shared service. The clusters lead Councils being those with the largest number of Houses in Multiple Occupation i.e. Belfast, Causeway Coast and Glens, and Derry City and Strabane.</p> <ol style="list-style-type: none"> <li>1. The proposed model for service delivery is to cluster councils on a geographical basis, the cluster leads being those areas with the largest number of HMOs, Belfast, Causeway Coast and Glens, and Derry City and Strabane. It also reflects the location of existing staff. See Appendix 1.</li> <li>2. It is accepted that the Cluster leads will need to provide support to each other in order to ensure the effectiveness and provision of a fit-for-purpose service. This will require providing support across each other's respective cluster areas.</li> </ol>

	<ol style="list-style-type: none"> <li>3. The new regulatory regime comes with a number of additional powers and the financial modelling included in the economic appraisal forecast that an uplift in fees will most likely be required to allow for full cost recovery.</li> <li>4. The date for transfer of functions will be 31 March 2019. This date was considered appropriate given the amount of work that was required, especially regarding the fee setting process and the procurement processes, prior to the transfer. Decisions on the proposals outlined in this paper are critical if Councils are to be in a state of readiness at the point of transfer.</li> <li>5. Transfer of existing staff from Housing Executive. Whilst it is not a strict transfer of the existing registration scheme or function to councils by way of a Transfer of Functions Order, advice obtained from the Department for Communities Personnel Department confirms that TUPE transfer arrangements remain as there is a change in control of the regulatory HMO function that was provided by the Housing Executive and is now being taken over by councils. It is suggested that Belfast City Council could become the employing authority for all the currently employed NIHE staff.</li> <li>6. The specific details of the responsibilities of the councils across the region will be outlined and covered by an agreed SLA. The costs for staffing will be covered from fee income.</li> <li>7. It is envisaged that a new ICT system will be required to support the transferring HMO function. The current system does not provide a public interface, provides limited ability to make online payments and applications, and does not provide for mobile working for technical officers undertaking site visits and inspections.</li> <li>8. Belfast City Council will shortly undertake to procure new ICT systems required for the new scheme. To underpin this work, a collaboration agreement between Belfast City Council and the 10 other councils will be required. A non-disclosure agreement will also be required for the duration of the procurement process. This will provide detail on how Belfast City Council will carry out this process on behalf of the other councils. The purchase of new ICT systems will be funded by the DfC. A letter of assurance regarding the estimated costs has been received from DfC.</li> </ol>
<b>3.0</b>	<b>Recommendations:</b>
3.1	<p>That the Committee approve the following approach:-</p> <ul style="list-style-type: none"> <li>• The Service Delivery Model of one lead employing Council and two cluster areas of remaining Councils on a geographical spread</li> <li>• A collaboration agreement permitting Belfast City Council to procure ICT systems for the delivery of the function.</li> <li>•</li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	It is anticipated that procurement costs for the new ICT System will be paid for as transition costs by the DfC. It is essential that the scheme will be cost neutral to the councils and that all costs will be covered by fee income.



5.0	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
6.0	<b>Appendices</b>
	<p>Appendix I:</p> <p><b>Cluster/Council Areas</b></p> <p>Cluster area 1</p> <p>Belfast City Council (nominated lead Council)</p> <p>Cluster area 2</p> <p>Causeway Coasts and Glens Borough Council (sub-regional lead Council)</p> <p>Mid and East Antrim Borough Council</p> <p>Antrim and Newtownabbey Borough Council</p> <p>Lisburn and Castlereagh City Council</p> <p>Ards and North Down Borough Council</p> <p><b>Cluster area 3</b></p> <p>Derry and Strabane district council (sub-regional lead Council)</p> <p>Fermanagh and Omagh District Council</p> <p>Mid Ulster District council</p> <p><b>Newry Mourne and Down District Council</b></p> <p>Armagh Banbridge and Craigavon Borough Council</p>

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Affordable Warmth Scheme
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin (Assistant Director Health and Wellbeing)
<b>Contact Officer (Including Job Title):</b>	Sinead Trainor (Senior Environmental Health Officer)

<b>Decisions required:</b>	
<b>To consider report and agree to sign the attached SLA.</b>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	The Affordable Warmth Scheme is the Department for Communities primary scheme for tackling fuel poverty in Northern Ireland. The scheme is delivered in partnership with local councils and the Housing Executive and targets areas of severe and extreme fuel poverty. The scheme has been in operation since November 2014.
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>During 2017/18 Newry Mourne and Down District Council received a reduction in budget to facilitate the scheme. A payment of £73,305 was received to process 405 affordable warmth referrals to NIHE.</p> <p>Newry, Mourne and Down District Council Performance in 2017/2018</p> <ul style="list-style-type: none"> <li>• 396 affordable warmth scheme referrals were made to NIHE (N.I Council Avg = 385)</li> <li>• 426 approvals were issued by NIHE for NMDDC area (N.I Council Avg = 392)</li> <li>• £2.1 Million approval value confirmed for NMDDC area (N.I Council Avg = £1.6 Million)</li> <li>• 866 energy efficiency measures completed (heating, windows, loft insulation, cavity wall insulation, draft proofing and solid wall insulation) in homes in NMDDC area (N.I Council Avg = 748)</li> <li>• 436 homes completed under the scheme within NMDDC (N.I Council Avg = 377)</li> </ul> <p>From the above statistics it is clear that this Council is above average on all measurements made under the scheme. The scheme has been oversubscribed for the last number of years in this area, as residents of the District are now seeing the benefits of the grant and word is spreading that homes are receiving a new boiler and/or insulation.</p>

	<p>The scheme is targeted which means that the Dfc have provided the Council with a list of post codes where households are deemed to be in fuel poverty and these are the areas that officers are required to visit.</p> <p>The Affordable Warmth team also receive a large amount of enquiries from non-targeted households. The Dfc permit Councils to submit a 20% return each month of non-targeted referrals but due to the demand of such in this Council area the waiting list for non-targeted referrals was closed in April 2017.</p> <p>It was this Department's intention to open the non-targeted waiting list in April 2018 once budget was confirmed. Unfortunately Councils have been advised that the budget has been decreased for 2018/19 (£69000) and so has the number of permitted referrals that Council can submit to NIHE this year (220). In order for this department to manage the current waiting lists, the non-targeted waiting list will not reopen this year (unless there is an increase budget/permitted referrals in year)</p>
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee agree to sign the attached SLA.
<b>4.0</b>	<b>Resource implications</b>
4.1	Resources will be aligned with budget for 2018/19
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
	Appendix 1: SLA

# **Affordable Warmth Scheme**

## **SERVICE LEVEL AGREEMENT**

**between**

**DEPARTMENT FOR COMMUNITIES**

**and**

**NEWRY, MOURNE AND DOWN DISTRICT COUNCIL**

**Date: June 2018**

## Service Level Agreement Affordable Warmth

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### 1. Overview

The Department for Communities (DfC) is responsible for developing policy and implementing programmes to mitigate the effects of fuel poverty and improve the thermal comfort of low income households across Northern Ireland. The Affordable Warmth Scheme is DfC's primary scheme for tackling fuel poverty. DfC works in partnership with all local councils and the Northern Ireland Housing Executive (NIHE) to deliver the Affordable Warmth Scheme.

The Affordable Warmth Scheme targets low income households and delivers home energy efficiency improvement measures to qualifying households.

All parties will use opportunities during the life of this agreement to display a commitment to work together in support of Government aims to improve household energy efficiency.

### 2. Purpose of this Document

The purpose of this Service Level Agreement (SLA) is to provide clarity in terms of accountability, policy, operation and reporting procedures for each of the parties and in particular to:

- reaffirm the scope of the scheme;
- describe the roles and responsibilities of each party;
- set out the financial arrangements; and
- detail the arrangements for monitoring performance in relation to the scheme.

The measures available under this scheme are listed at Annex 1.

### 3. Scope

The Affordable Warmth Scheme aims to mitigate the effects of fuel poverty in targeted households living in severe or extreme fuel poverty. It is expected to reduce energy consumption in eligible private housing through home energy efficiency interventions.

The NIHE will maintain a central record of all completed surveys referred to it and their progress. When local council officials have completed the survey and referred the survey to the NIHE, any query regarding that application should be directed to the NIHE to resolve.

DfC will provide agreed funding to each local council to administer the Affordable Warmth Scheme. The NIHE will transfer agreed funds to each local council on a quarterly basis.

### 4. Roles and Responsibilities

## The Department for Communities

### (a) The Department for Communities will:

- provide advice to the NIHE regarding the policy of the scheme as required;
- provide each local council with data detailing the households to be targeted where appropriate;
- set a target for referrals which local councils will deliver to the NIHE annually and monthly;
- continually monitor and evaluate the scheme through reporting arrangements with the NIHE and local councils;
- seek feedback from its Social Welfare Group regarding Benefit Entitlement Checks;
- consider changes that will improve process or impact as the scheme develops;
- on completion of the scheme complete a full evaluation;
- provide reporting templates for local councils monthly progress reports.

## The Local Council's Role

### (b) Each local council will be provided with details of households considered to potentially meet the conditions of the scheme. Each local council will:

- with the consent of the targeted householder, conduct a survey to collate and verify financial information to confirm eligibility for the scheme;
- have discretion regarding accepting self-referrals (as defined by DfC). Local councils **must** bear in mind that Affordable Warmth is primarily a targeted scheme;
- refer a total of 220 completed surveys to their local NIHE Grant Office from April 2018 to March 2019, following the profile which will be set by NIHE. The number of self-referrals included in the total of 220 referrals should not exceed 20%<sup>1</sup>. Any change will be formally notified by the Department. Additional referrals will not be accepted without prior agreement with DfC and NIHE;

<sup>1</sup> This may be moderated by agreement to take account of local circumstances.

## Service Level Agreement Affordable Warmth

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- the number of referrals may be adjusted in year due to budget change or scheme performance, however, numbers will be small;
- highlight urgent cases to the NIHE Grants Manager at the time of referral. An urgent case is defined as a household with no heating system, or central heating which is broken down beyond repair;
- ensure that when an application is received by Building Control that officials arrange for measures to be inspected. Building Control officials will confirm to the NIHE whether the installation is in compliance with the building regulations;
- provide householders participating in the scheme with information regarding energy advice;
- manage and respond to complaints concerning local council staff regarding the Affordable Warmth Scheme;
- meet with the NIHE and DfC at least quarterly to discuss the progress of the scheme and discuss any areas of concern;
- participate in both the established Senior Officer group and other ad hoc meetings as and when required;
- where the householder agrees, refer their details (name, address, contact number) to the Social Welfare Group for the purposes of conducting a Benefit Entitlement Check with them.
- Carry out additional duties such as handholding of householders and qualitative case studies of homes which have received assistance through the Scheme. (To be agreed following Workshop in June 2018).

### **The Northern Ireland Housing Executive's Role**

- (c) The NIHE is a non-departmental public body. Therefore it will not be a signatory to this SLA as the DfC and the NIHE has an established accountability process. This accountability process sets out the controls to be exercised over the different areas of the NIHE's activities by the DfC directly or by the NIHE itself. The prime purpose is to assist the Permanent Secretary of DfC in discharging his responsibilities in relation to NIHE systems and as such represents a formal statement by DfC of the standards it requires the NIHE to achieve in relation to the probity of activities.



## 5. Financial Arrangements

Local councils will be responsible and accountable for the management of the Affordable Warmth budget allocated to them. Each local council must ensure the Affordable Warmth budget is ring fenced for Affordable Warmth activities.

## 6. Monitoring & Reporting

Each local council will provide the DfC with monthly progress reports regarding the number of:

- surveys completed;
- the number of self referral surveys completed; and
- numbers and details of referrals to other schemes or services.

Local councils will share any Audit recommendations concerning Affordable Warmth and consider those to improve the management of the scheme. This will be done in consultation with DfC.

## 7. Accountability

Overall accountability for the delivery of the scheme rests with the Accounting Officer of DfC as the funding department. However, each receiving organisation is accountable for its own finances and ensuring that appropriate controls are in place in order to provide them with the necessary assurances regarding expenditure.

## 8. Limited Liability

The local council shall have no liability to the Department for any loss or damage sustained by the Department as a result of the Department relying on any information supplied to it by the local council under this agreement.

## 9. Termination of SLA

Once entered into, the SLA can be terminated within three months written notice from any Party. Any party may also terminate the Agreement without notice, for any of the following reasons:-

- a) any breach by the other of its obligations under this Agreement; and

## Service Level Agreement Affordable Warmth

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- b) in the case of a breach capable of rectification, where such breach has not been rectified by the other party within 14 days of it being given notice of same.

### 10. Confidentiality and Data

All Parties are to take cognisance of the Data Protection, GDPR and Freedom of Information legislation. Appendix 2 sets out an agreement for the processing of personal data for the DfC and the NIHE.

**Department for Communities**  
**June 2018**

Service Level Agreement Affordable Warmth

**Annex 1**

**Affordable Warmth Measures**

Prioritised list of measures available under the Affordable Warmth Scheme:

<b>Priority rating</b>	<b>Conditions in existing property</b>	<b>Improvement measures available</b>
Priority 1 - Insulation	No cavity wall insulation	Install cavity wall insulation
	Ineffective cavity wall insulation	Remove and replace cavity wall insulation
	No loft insulation or below minimum	Installation or top up of roof space insulation to 270mm
	No hot water jacket	Install hot water jacket
	Ineffective or no draught proofing	Draught proof windows/doors
Priority 2 - Heating	No heating system exists	Installation of natural gas or oil heating
	Conversion of existing LPG or solid fuel system	Installation of natural gas or oil heating
	Conversion of Economy 7	Conversion to natural gas (or oil where natural gas isn't available) or conversion to high efficiency storage system
	Householder 65 or over, or with child under 16, or receiving a disability benefit and with a boiler over 15 years old	Boiler replacement and new radiators where required
	Heating system exists without controls	Add heating controls
	Heating system exists but radiators defective	Replace radiators as needed
Priority 3 - Windows	Windows in disrepair	Repair/replace windows with double glazing if draught proofing is not possible
Priority 4 - Solid wall	Solid wall with no insulation	Internal/external insulation

Service Level Agreement Affordable Warmth

**FORMAL COMMITMENT**

Signed  
On behalf of the Department for Communities

Dated

Signed  
On behalf of Newry, Mourne and Down District Council

Dated

## Annex 2

### **Data Processing Agreement for the processing of personal data for the Department of Communities and Northern Ireland Housing Executive**

#### **1) Purpose**

1. This agreement sets out the terms and conditions by which personal data will be processed by the Council's on behalf of the Department for Communities (DfC) and the Northern Ireland Housing Executive (NIHE)<sup>2</sup>.
2. This agreement is signed and agreed to ensure full compliance with the provisions of the Data Protection Act 2018 (DPA 2018) and is consistent with the original purpose for which the data is / was gathered and further processed.
3. The purpose of the disclosure is to facilitate the processing of personal data on behalf of the DfC and NIHE who are the Data Controllers and to fulfil the obligations with regard to:

Improving domestic energy efficiency in the private sector across Northern Ireland via the Affordable Warmth Scheme. This scheme aims to target identified low income households and deliver energy efficiency improvement measures to qualifying households. The Affordable Warmth Scheme is DfC's primary scheme for tackling fuel poverty. DfC and NIHE work in partnership with all local councils and the NIHE to deliver the Affordable Warmth Scheme.

4. The terms Data, Data Controller, Data Processor, Personal Data, Sensitive Personal Data, Processing and Information Commissioner have the same meaning as defined within the Data Protection Act 2018.
5. "Agreement" – means this Data Processor agreement along with any associated documents attached or referred to as forming part of the agreement.

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<sup>2</sup> This agreement may be subject to change following on from the Affordable Warmth Workshop scheduled for June 2018.

## Service Level Agreement Affordable Warmth

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6. "Services" – means the services that will be provided by the Data Processor during the period of the agreement.
7. "Council Liaison officer" – means the person nominated by each Data Processor who will assume day to day management responsibility and liaison with the Data Controllers.

## 2) Use and Disclosure of Personal Data

Newry, Mourne and Down District Council will receive specific targeted lists of referral addresses within their Council area of responsibility and also receive independent enquiries from individuals who are not on the target list.

Council officers will visit targeted and non-targeted addresses, where appropriate to assess eligibility for the scheme and collect the necessary documentation.

When visiting an address, the Council officers will complete an electronic NIHE application form named '**Affordable Warmth Scheme**' application and also complete a paper form named '**Affordable Warmth Survey**'.

As part of the process, the applicant is required to provide documentation to verify eligibility including proof of ownership, occupancy and income. These eligibility documents will be photographed by Council staff on a Council issued electronic tablet at the time of the visit and in the home of the applicant. Upon return to the Council office, the eligibility documents are printed from the electronic tablet and the eligibility document data is then deleted beyond recovery from the tablets.

The tablets have a security feature that secures all data being stored on and transmitted to a device and provides functionality to lock down and wipe data from a device if it is lost or stolen.

In certain cases the original hard copy eligibility documents are removed by the Council officers instead of photographing onto the electronic tablet in the home of the applicant. Upon return to the Council office, the documents will be photocopied and the originals returned to the applicant by recorded delivery or collected in person by arrangement.

If the property is privately rented, the Council officers will send a consent form to the landlord.

Data gathered for this purpose will not be disclosed to any other person or organisation. The data is used to confirm the eligibility of the applicant to receive a grant.

3) Proportionality / Subject Access

- 1. The processing will be proportional for its purpose and a high level of security and confidentiality will be applied. The Council will additionally agree to notify the ICO if any changes are required to their Data Protection notification.
- 2. If a subject access request is made directly to the Council and it involves personal data controlled by DfC and NIHE, it is the responsibility of the relevant Council to immediately liaise with DfC and NIHE to process the request.
- 3. DfC and NIHE will give appropriate assistance as is necessary to the Council to enable it to:
  - Comply with a subject access request
  - Respond to any information notice served upon the Council by the ICO
  - Respond to any complaint from a data subject
  - Investigate any breach or alleged breach of the Data Protection Act

4) Security

- 1. The Council will apply appropriate security measures equal with the requirements of the Data Protection Act 2018.
- 2. The Council must ensure that appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data. In particular, the Council shall ensure that measures are in place to:
  - Prevent accidental compromise or damage during storage, handling, use, processing, transmission or transport;
  - Deter deliberate compromise or opportunist attack;
  - Promote discretion in order to avoid unauthorised access; and
  - Provide suitable training to their staff on how to handle DfC and NIHE data.

3. Information Security Standards

Council		Information Security standard	Accreditation
Newry,	Mourne	Is working to the	Accredited/Not



## Service Level Agreement Affordable Warmth

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and Down District Council	principles of ISO 270001	accredited
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4. The personal data is transferred to NIHE (on behalf of DfC) via -  
Electronic forms are transferred to NIHE using XML files and FTPS site or using password protected xml files via e-mail.  
Paper application forms and supporting documentation is hand delivered to NIHE grants office and signed in by case officers.
5. The services of any sub contractor will not be used by either Council in connection with the processing of DfC and NIHE data without prior approval.

### 5) Confidentiality

1. The Council will not disclose or communicate to any other individual or organisation the personal data gathered for DfC and NIHE. They shall treat any personal data provided strictly private and confidential.
2. The Council shall ensure that any of their staff listed within the agreement are aware of their responsibilities in connection with the use of that data.
3. The obligations of confidentiality in relation to this agreement by the Council will remain in force after the expiry of this agreement.
4. This obligation of confidentiality shall not apply where disclosure of DfC and NIHE data is ordered by a Court of law. There may also be occasions when disclosure is required by the Police or other law enforcement agencies for the investigation of a crime or is required for legal proceedings.
5. If this happens, and a request is received by the Council, it must inform DfC and NIHE as soon as possible in writing, stating the identity of the requesting body and nature of the data sought. This will allow DfC and NIHE to deliberate and decide on what can be released.

### 6) Retention and Review

1. The data should be retained for five years in line with DfC retention policies.

### 7) Data Processor Breach of Security

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1. In the event of a data breach by either Council, which involves DfC and NIHE data, the Council Liaison Officer must immediately inform DfC and NIHE of the circumstances.
2. A data breach can take the form of the following:-
  - The loss or theft of data;
  - Equipment failure;
  - Professional hacking attempt;
  - Professional “blagging” whereby data is obtained by deceit; and
  - Human error by accidental disclosure. (An organisation mistakenly providing personal information to the wrong person, for example by sending details out to the wrong address).
3. Once it has been confirmed that DfC and NIHE personal data has been involved, the main DfC Data Breach procedure must be invoked. It must also be assumed that the Council will have a data breach procedure in place; however, DfC will lead on this matter.

### **8) Time Period of agreement and Termination**

1. This agreement will remain in force until the SLA is reviewed. However if potential issues do emerge, this may require further consideration.
2. DfC may at any time by notice in writing, terminate this agreement if the Council is in breach of any obligation under this agreement.
3. DfC retains the final decision in any variation to the agreement. No variation will occur unless written directions are signed by both parties and included within this document.

This constitutes an agreement between the Council (acting as Data Processors) and DfC / NIHE who will abide by the content of this document.

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	SAR Project Atlantic Area Programme
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin Assistant Director Health and Wellbeing
<b>Contact Officer (Including Job Title):</b>	Eoin Devlin Assistant Director Health and Wellbeing

<b>Decisions required:</b>	
<b>To consider and agree that Council becomes a Partner in SAR project.</b>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>As part of the European Union's Cohesion Policy, INTERREG Atlantic Area supports transnational cooperation projects in 36 Atlantic regions of five countries: France, Ireland, Portugal, Spain and the United Kingdom, contributing to the achievement of economic, social and territorial cohesion. The Programme overall objective is to implement solutions to answer to regional challenges in the fields of innovation, resource efficiency, environment and cultural assets.</p> <p>Managing Europe's dynamic shorelines in a changing climate is a major challenge. Mainstream approaches involve holding the shoreline, which is expensive, reduces the coast's resilience, damages ecosystem services and enhances risks. Other, sustainable approaches are urgently needed but face various obstacles. This project will use practical demonstration and past experience to find ways to implement sustainable approaches to shoreline management. It will result in changes in policy and practice.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>Coastal areas are the focus of significant and diverse economic activity, ecosystem services and conservation. They are also threatened by coastal hazards resulting into risk to the existing occupation. Much of the responsibility for shoreline management and risk reduction rests on local authorities, who have reduced capacity to implement sustainable practices. The current default position is to stabilise the shoreline which is environmentally damaging, weakens resilience and even increases vulnerability and risk; other options are usually precluded by a lack of knowledge and weak administrative procedures. This project aims to fundamentally change shoreline management in the Atlantic Area by overcoming the barriers to implement nature-based solutions to coastal management and risk reduction. Through a network of coastal practitioners, this will be achieved by: i) combining practical implementation of new approaches (demonstration projects) and integrating lessons learned using science-based decision support; ii) jointly developing and disseminating new tools (including single and integrated nature-based solutions) to promote more resilient coastlines, to ensure the sustainable management of coasts under a changing climate, and to reduce risks in coastal areas. Existing policies will be analysed to identify blockages and inform at an EU level, future policy development on sustainable coastal management.</p> <p><b>Outputs:</b></p> <p>The main project outputs are: i) Formal review of shoreline management policy in each of the partner administrations. Each of the partners undertakes to review,</p>

	<p>recommend changes; and where it is within their authority, amend their shoreline management policy. ii) Practical implementation of new approaches by development of a number of demonstration sites. These sites are an essential tool to ensure learning is transferable across the AA and beyond. iii) An online 'Good Practice Guide for sustainable shoreline management' aimed at LA's (in English, French, Portuguese &amp; Spanish) giving practical guidance on developing and implementing sustainable shoreline management towards risk reduction, providing practical examples. This web-based resource will include text, photographs &amp; videos. iv) A concluding conference to disseminate the project findings. v) Promotion of new coastal management policies at EU and national parliament's level. The aim of the project is to sustain the coast and its ecosystems and reduce risk for present and future generations, by adopting non-damaging responses to coastal change (usually erosion and flooding). Consequently, the main beneficiaries will be coastal resource users of diverse backgrounds, namely recreational visitors, residents, tourists, and those whose livelihoods depend on functioning coastal ecosystem (e.g. clam farmers, fishermen). An indirect achievement will be the improvement of the ecosystem services along coastal areas.</p> <p>Newry Mourne and Down District Council is committed to reviewing existing measures of stabilization approaches to coastal erosion and to consider other mechanisms for implementation.</p> <p>Given that we have a substantial soft coastline we wish to become partners in the above project which involves other partners from Northern Ireland, Republic of Ireland, Spain France and Portugal</p> <p>Within the project Universities from within the countries above will design and develop new solutions to Coastal protection and these will be tested and demonstrated on coastline that we manage</p> <p>The Councils will be full partners, participating in the project steering committee meetings and availing of all the expertise and best practice developed as a result of the project</p> <p>Newry Mourne and Down DC will facilitate the pilot programmes and studies by making available part of the coastline managed by us for demonstration projects.</p>
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee agree that the Council become a partner to the SAR Project
<b>4.0</b>	<b>Resource implications</b>
4.1	The project is 75% funded. We will be required to commit €15000 over the years 2019-2024. This will be entered into the estimates process
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
	None

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Membership of Association of Port Health Authorities
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin Assistant Director of Health and Wellbeing
<b>Contact Officer (Including Job Title):</b>	Sinead Murphy Head of Environmental Health - Commercial

<b>Decisions required:</b>	
To approve the payment of Corporate membership fees of £1000 of the Association of Port Health Authorities for 2018/19.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>The Association of Port Health Authorities (APHA) is the only UK wide organisation representing the interests of Local Authorities and Port Health Authorities with responsibilities for health controls at sea and airports. Port health authorities are constituted with the primary objective of preventing the introduction into the country of dangerous epidemic, contagious and infectious diseases and ensuring the wholesomeness of imported food.</p> <p>There are members of the Association throughout the UK who actively work to share expertise and best practice to deliver a consistent and effective port health service. The Association plays an important role in protecting public health through liaison with government departments and agencies, local authorities and internationally through the EU, the World Health Organisation and trade bodies. It contributes significantly to national and international policy development and keeps its members up to date with changes in legislation and guidance.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>Newry, Mourne and Down District Council became members of APHA in 2017-18 at a reduced introductory rate. This allowed NMDDC to avail of the many membership benefits including access to the members area for documents such as meeting minutes and agendas, technical guidance documents and APHA updates. Membership also allows the council to avail of reduced rates for training courses, seminars and conferences. Membership fees were not included in the 2018/19 budget.</p> <p>In the lead up to EU Exit, being a member of an organisation like APHA is extremely valuable for NMDDC with being the Port Health Authority for Warrenpoint Port which is currently used to access trade markets in the Republic of Ireland through the North South corridor.</p>

3.0	<b>Recommendations:</b>
3.1	That the Committee approve the payment of Corporate membership fees of £1000 of the Association of Port Health Authorities for 2018/19.
4.0	<b>Resource implications:</b>
4.1	£1000 membership fee within budgets.
5.0	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
6.0	<b>Appendices</b>
	None



<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Meeting to discuss Suicide Prevention in the Newry, Mourne and Down District held on 3 May 2018
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin, Assistant Director Health and Wellbeing
<b>Contact Officer (Including Job Title):</b>	Aisling Rennick, Engagement and Development Manager

<b>Decisions required:</b>	
To approve the recommendations arising out of the meeting to discuss Suicide Prevention in the Newry, Mourne and Down District held on 3 May 2018.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>To discuss current suicide prevention work in the Newry, Mourne and Down District.</p> <p>To discuss the development of a coordinated approach to suicide prevention across the District</p>
<b>2.0</b>	
2.1	<p>The meeting brought together, the Southern and South Eastern Health and Social Care Trusts along with Community organisations working in the field of suicide prevention and post-vention including Action Mental Health, PIPS Hope and Support, Life Changes, Changes Life, MyMy and Co Down Rural Community Network.</p> <p>The Trusts explained their roles in the coordination of the Protect Life Suicide Prevention Strategy in the South and South East Trust areas. They explained whilst there were some differences in how the strategy was rolled out in the different areas, the Trust worked closely together to ensure continuity of service, particularly in terms of training provision and campaigns.</p> <p>It was noted that 50% of the overall Protect Life budget was for the provision of the Lifeline Crisis Service.</p> <p>They also give information on the working of the SD1 process (Suspicious Death form completed by PSNI in cases of suspected suicide and forwarded to the Trust to enable contact with relatives).</p> <p>Each of the community groups then explained their roles in suicide prevention and in supporting families and communities affected by suicide.</p> <p>The group then discussed possible areas of cooperation to ensure a coordinated approach across the entire Newry, Mourne and Down area.</p>
<b>3.0</b>	<b>Recommendations:</b>
3.1	<p>That the Committee consider and agree to the following actions</p> <ol style="list-style-type: none"> <li>1 Investigate if the Council website can include links to the Mind Your Head Website and to Lifeline.</li> <li>2 The group meet on a 6 monthly basis to discuss current work and future coordination</li> </ol>

	<p>3 The Public Health Agency to be invited to future meetings of the group.</p> <p>4 Meetings of the group to be held across the District and where possible hosted by the local community organisations</p>
<b>4.0</b>	<b>Resource implications</b>
4.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
	None

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Ship Sanitation Inspection Charges
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin Assistant Director of Health and Wellbeing
<b>Contact Officer (Including Job Title):</b>	Sinead Murphy Head of Environmental Health - Commercial

<b>Decisions required:</b>																																			
To consider and agree to approve the new Ship Sanitation Inspection charging regime outlined below.																																			
<b>1.0</b>	<b>Purpose and Background:</b>																																		
1.1	The Association of Port Health Authorities has recommended that all members institute a standard charging regime for the issue of Ship Sanitation Exemption and Ship Sanitation Control Certificates.																																		
<b>2.0</b>	<b>Key issues:</b>																																		
2.1	The revised charges for 2018/19 are as follows:																																		
	<table> <tr> <th>Gross tonnage of vessel</th><th>Previous Charge (£)</th><th>New Charge (£)</th></tr> <tr> <td>1,000</td><td>-</td><td>90</td></tr> <tr> <td>1,001-3,000</td><td>100</td><td>125</td></tr> <tr> <td>3,001-10,000</td><td>150</td><td>190</td></tr> <tr> <td>10,001-20,000</td><td>200</td><td>245</td></tr> <tr> <td>20,001-30,000</td><td>250</td><td>320</td></tr> <tr> <td>Over 30,000</td><td>300</td><td>375</td></tr> <tr> <td>Vessels 50-1000 persons</td><td>-</td><td>375</td></tr> <tr> <td>Vessels 1000+ persons</td><td>-</td><td>640</td></tr> <tr> <td>Extension</td><td>-</td><td>60</td></tr> <tr> <td>Water sample (legionella test)</td><td>100</td><td>100</td></tr> </table>	Gross tonnage of vessel	Previous Charge (£)	New Charge (£)	1,000	-	90	1,001-3,000	100	125	3,001-10,000	150	190	10,001-20,000	200	245	20,001-30,000	250	320	Over 30,000	300	375	Vessels 50-1000 persons	-	375	Vessels 1000+ persons	-	640	Extension	-	60	Water sample (legionella test)	100	100	
Gross tonnage of vessel	Previous Charge (£)	New Charge (£)																																	
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Extension	-	60																																	
Water sample (legionella test)	100	100																																	
<b>3.0</b>	<b>Recommendations:</b>																																		
3.1	That the Committee agreed to the Council adopting the charging regime as set out above.																																		
<b>4.0</b>	<b>Resource implications:</b>																																		
4.1	None																																		
<b>5.0</b>	<b>Equality and good relations implications:</b>																																		
5.1	No equality or opportunity or good relations adverse impact is anticipated.																																		
<b>6.0</b>	<b>Appendices</b>																																		
	None																																		



<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Appointment of Public Analysts
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin Assistant Director of Health and Wellbeing
<b>Contact Officer (Including Job Title):</b>	Sinead Murphy Senior Environmental Health Officer (Food Safety)

<b>Decisions required:</b>	
<b>To agree that the Council formally appoints the Public Analysts listed below employed by Public Analyst Scientific Services Ltd to provide services to Newry, Mourne and Down District Council.</b>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	The contract for Public Analyst Services to the eleven district councils was awarded Public Analyst Scientific Services Ltd in June 2016.
<b>2.0</b>	<b>Key issues:</b>
2.1	Public Analyst Scientific Services Ltd continues to provide services to the council under the terms of the contract and have recruited an additional Public Analyst to provide services to the council under the provisions of this contract. The council are required to formally appoint all Public Analysts contracted to provide services to the department.
<b>3.0</b>	<b>Recommendations:</b>
3.1	<p>That the Committee agrees to formally appoint the following persons employed by Public Analyst Scientific Services Ltd to act as Public Analysts under the provisions of The Food Safety Order (Northern Ireland) 1991, The Food Safety (Sampling and Qualifications) Regulations (Northern Ireland) 2013:</p> <p><b>Ronald Anthony Ennion</b> BSc, MChemA, CChem, FRSC, MIFST  <b>Watney Elizabeth Moran</b> MSc, MChemA, CChem, FRSC  <b>Duncan Kenelm Arthur</b> BSc, MChemA, CChem, MRSC  <b>Nigel Kenneth Payne</b> MSc, MChemA, CChem, MRSC  <b>Joanne Hubbard</b> BSc, MChemA, CChem, MRSC  <b>Kevin Wardle</b> MSc, MChemA, CChem, MRSC  <b>Lilian Emma Jane Downie</b> MChem, MChemA, CChem, MRSC  <b>Michelle Evans</b> BSc, MChemA, MRSC</p>
<b>4.0</b>	<b>Resource implications</b>
4.1	The resource required for this service has already been included in the 2018/19 budget.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.

6.0	<b>Appendices</b>
	None



<b>Report to:</b>	<b>Active &amp; Healthy Communities Committee</b>
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	<b>Social Investment Fund - Update</b>
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director: Community Engagement
<b>Contact Officer (Including Job Title):</b>	Justyna McCabe, Programmes Manager

<b>Decisions required:</b>	
<b>To note the report and SIF Capital Project Board minutes (April 2018)</b>	
<b>1.0</b>	<b>Purpose and Background:</b>
	<p>The Council is covered by two Social Investment Zones – Southern (legacy Newry and Mourne) and South Eastern (legacy Down). The Council is delivering the 'Work It' programme in the Southern Zone and a number of capital projects in the South Eastern Zone.</p> <p>Update on projects: <u>'Work It'</u> Project completed. Evaluation is underway.</p> <p><u>Castlewellan Community Centre:</u> ITT for the economic provider closed on 6 June and CPD will oversee the evaluation process.</p> <p><u>Community Operated Sports Facilities:</u> The Executive Office are currently considering a revised business case to cover the anticipated additional funding required.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<ul style="list-style-type: none"> <li>The Executive Office is considering options and associated additional costs in respect of the Community Operated Sports Facilities.</li> <li>The Executive Office are meeting with Ards and North Down Council to discuss the transfer of management arrangements from Newry, Mourne and Down.</li> </ul>
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee note the report and Capital Project Board minutes.
<b>4.0</b>	<b>Resource implications:</b>
4.1	Current Council contribution as agreed at December meeting: Downpatrick £95K, Ballyhornan £125K
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	The Economic Appraisals include a commitment to balanced interventions, equal opportunities and Section 75.
<b>6.0</b>	<b>Appendix</b>
	Minutes of SIF Capital Project Board Meeting (April 2018).

## NEWRY, MOURNE & DOWN DISTRICT COUNCIL

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### MINUTES OF SIF CAPITAL PROJECT BOARD MEETING Monday 30<sup>th</sup> April 2018@ 10am in Conference Room, Council offices Monaghan Row.

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**CHAIRPERSON:**    Conor Mallon

**IN ATTENDANCE:**

Justyna McCabe  
Conor Mallon  
Sarah McClory  
Ciara Burn  
Raphael Crummy  
Anita White  
Tom McClean  
Paul Brannigan  
Debbie Murphy  
Kytrina Mullan

**APOLOGIES:**

Stephen Addy  
Francesca Dowler  
Nicky Lowry  
Janine Hiller  
Kenny Knox  
Michael Lipsett

**1. INTRODUCTIONS:**

Conor welcomed all the members of the Project Board. Apologies were noted as above.

**2. CONFLICT OF INTEREST:**

No conflicts of interest were raised.

### **3. MINUTES:**

The minutes of the previous meeting were approved.

### **4. ACTION SHEET:**

Castlewellan Community Centre. Tom McClean sent the requested information re ITT on Wednesday 28<sup>th</sup> March. The original letters to be forwarded by Tom McClean.

Community Operated Sports facilities – Paul Brannigan confirmed that the proposed land transfer maps were provided to the design team, and forwarded to Ballyhornan and District Community Association on the 20<sup>th</sup> April.

Finance – Conor Mallon Liaised with the consultants to progress.

### **5. Castlewellan: Community Centre**

Debbie Murphy attended the meeting with the group. The plans for the completed Castlewellan Community centre were presented and approved by the group.

The tender documents are currently with CPD. The letters will hopefully go out on the 30<sup>th</sup> April and then the tender will be placed on e-hub. It is envisioned that a contractor will be appointed Mid-June and the project started at the end of June.

Debbie Murphy highlighted that that the financial profile needs to be reviewed, they currently show project completion for end of February 2018. However potential delays should be factored in to the May profiles.

Tom McLean highlighted one of the potential issues for the project is the safe movement of children from existing building to the porta cabin.

Ciara Burns will e-mail confirmation to Nicola Burns that a hard wood floor is not a feasible option for this project due to the risk and cost of internal alterations required to all the doors.

There has been no changes to the risk register. The risk register will remain unchanged until the contractor is appointed.

## 6. Community Operated Sports Facilities

### **Ballyhornan:**

Paul Brannigan confirmed that the proposed land transfer maps are with the community Group Solicitors in order that they may be issued to the 3 relevant adjacent landowners to confirm the right of way issue and to process the land transfers.

Paul confirmed that there should be enough land to build the pitch, unless right of way issues arise. This is not accounted for in the planning process. The plans currently reflect a pitch size of 50m so pitch size could be reduced to 45m if necessary.

The community groups in previous consultations have explained that the housing is to the east of the proposed pitch and they feel there will be little demand for the right of way.

NIE were in agreement in principal to either of the proposed options. – to route the RoW through the community centre land or to the northern boundary of the new pitch.

It is assumed Planning will have reached a decision by the end of July.

Conor Mallon highlighted a possible risk. If Planning is granted in July – There is a possibility that the process will be ready to start in the winter months which may lead to a delay in the completion of the project due to weather conditions as the pitch shockpad and carpet needs to be laid in warm weather.

Debbie Murphy is hopeful this project will receive approval from the Executive Office.

### **Downpatrick**

Debbie Murphy is awaiting confirmation from the Executive Office RE approval for new Downpatrick Business case and new costs.

Debbie Murphy confirmed to the Board that an alternative site is not a viable option for the Downpatrick project.

Ulster Wildlife had allocated a sum of £150,000 to the Downpatrick project. To date the Downpatrick project has not received the appropriate approvals that would allow the expenditure of the Ulster Wildlife funding. It has been agreed that Paul Brannigan will contact/arrange a meeting with Ulster wildlife to discuss if

there is a possibility to reallocate the Ulster Wildlife fund to the Ballyhornan project.

## **Kilcooley**

The main risk for this project is planning approval. A requirement was identified in the pre application meeting with Planning to provide substantial landscape buffers between the new pitch and the adjacent housing, as a result the application boundary has now increased above 1 hectare, and is now defined as a 'major development' in Planning terms.

This designation requires a Pre Application Notice (PAN) to be served to Planning, followed by a 12 week consultation period (to include a community consultation day), prior to the full Planning application being submitted.

Debbie Murphy expects the Executive office to make a decision on each project separately.

Sarah McClory and Kenny Knox met with Ards and Northdown Council to discuss the Kilcooley project and the Ards and Northdown council's role in the project.

As the 3 projects are now separated a proposal was put forward to Ards and North Down council that they become the lead partner in the construction phase of the Kilcooley project as it falls within their council area this would allow them to have more control over the project considering the responsibility for the operational stage of the project resides within the North Down and Ards council.

Debbie Murphy has sent correspondence to Ards and Northdown council outlining their current role and the proposed role. Debbie will arrange a meeting with North Down and Ards to discuss the Lead Partnership role and address any concerns or issues they may have.

Conor Mallon queried what would happen if the Kilcooley project overruns? Who would be responsible for any additional costs?

Debbie Murphy advised that all expenditure has to be approved. Therefore there should be no risk to lead partner. The risk for any cost overruns would remain with the SIF.

Conor Mallon advised that there may be difficulty if NMDDC continue as lead partner on the project, as Ards and North Down council may want input during the construction phase.

The PQQ for construction was issued through Ehub and resulted in 5 successful applications for each project.

The Group queried if there was an opportunity to streamline the tender process, Debbie Murphy to check to see if the ITT process can be commenced before planning approval is awarded, with the caveat that the tender cannot be awarded until planning approval is obtained. This has the potential to reduce 6 weeks off the process.

## **7. Update from The Executive Office and Department for Communities**

Anita Waite confirmed to the board members that there is no further update from previous meetings.

## **8. Finance**

Sarah McClory provided updated financial profiles.

Sarah McClory to resubmit profiles to Debbie Murphy.

## **9. OBA NISRA report cards**

No update on the Report card.

Signed:       Conor Mallon  
                  Chairperson

Signed:       Justyna McCabe

**Next Project Board Meeting:** Tuesday 5<sup>th</sup> June 2018, Downpatrick Civic centre, meeting room 1. 10am – 12 pm.



<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Downpatrick Neighbourhood Renewal Partnership Report
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Damien Brannigan, Head of Engagement Aisling Rennick, Engagement & Development Manager Katrina Hynds, Downpatrick DEA Coordinator

<b>Decisions required:</b>	
To note the report.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	To provide the Committee with an update on the on-going work of the Downpatrick Neighbourhood Renewal Partnership (NRP).  Downpatrick Neighbourhood Renewal Partnership met on Tuesday 29 May 2018 at which the Minutes of the following meeting were approved: > Minutes of Downpatrick NRP Meeting held on Wednesday 24 January 2018.
<b>2.0</b>	<b>Key issues:</b>
2.1	None.
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee note the attached Minutes: > Minutes of Downpatrick NRP Meeting held on Wednesday 24 January 2018.
<b>4.0</b>	<b>Resource implications</b>
4.1	None.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
	Appendix I: Minutes of Downpatrick NRP Meeting held on Wednesday 24 January 2018.

## Downpatrick Neighbourhood Renewal Partnership (DNRP)

**Minutes of the Meeting held on Wednesday 24th January 2018 at 4:30 pm  
Murphy's Bar & Restaurant, Market Street, Downpatrick**

### **Present:**

#### **Members**

Nicholas McCrickard	CDRCN (County Down Rural Community Network) - <i>Chair</i>
Macartán Digney	Marian Park Community Association (MPCA) - <i>Vice Chair</i>

Ann Grant	CDRCN
Jenny Laverty	CDRCN/ FHWCF (Flying Horse Ward Community Forum)
Dan McEvoy	Downpatrick Community Collective (DCC)
Raphael Crummy	Department for Communities (DfC)
Alison McCarthy	Tosú Úr
Joan Tummon	Down Business Centre (DBC)
Katrina Hynds	NMDDC - DEA/NHR Coordinator
Laura Higgins	NMDDC - Clerical Officer

Damien Brannigan	NMDDC, Head of Community Engagement
Owen McDonnell	NI Housing Executive (NIHE)
Anthony Trainor	Stream Street Community Association (SSCA)
Cadogan Enright	Stream Street Community Association (SSCA)
Jeanette McCarthy	Tosú Úr
Doreen Brown	Tosú Úr

#### **Promoters**

Alannah Brown	Surestart, South Eastern Health & Social Care Trust (SEHSCT)
Anne McKeever	South Eastern Health & Social Care Trust (SEHSCT)
Tatiana Seed	South Eastern Regional College (SERC )

ITEM		ACTION
1.	<p><b><u>Apologies</u></b></p> <p>Nicholas welcomed the partnership to the meeting.</p> <p>Apologies were received from the following: -</p> <p>Esther Millar – Education Authority (EANI)</p> <p>Narene Skeffington – Education Authority (EANI)</p> <p>Dr Gillian Gilmore – South Eastern Health &amp; Social Care Trust (SEHSCT)</p> <p>Janice Symington – Down Business Centre (DBC)</p> <p>Eamonn MacConMidhe - Tosú ÚR / Fresh Start (TÚ)</p> <p>Neill McGivern - Education Authority (EANI)</p> <p>Lorraine Coulter – South Eastern Health &amp; Social Care Trust (SEHSCT)</p>	

2.	<p><b><u>Minutes of meeting held on 18<sup>th</sup> October 2017</u></b></p> <p>Macartán informed the partnership that there was a discussion and action from a previous meeting that had not been recorded in any minutes. Macartán said that it was previously agreed to add Downpatrick Community Collective's (DCC) Irish Street Social Development project to the NR Action Plan. It is not known at what meeting this was discussed.</p> <p><b>ACTION:</b> Katrina to investigate this item not being recorded in minutes or added to action plan.</p> <p>Minutes from the meeting on 18<sup>th</sup> October 2017 were adopted on the proposal of Raphael Crummy and seconded by Jenny Laverty.</p>	KH
3.	<p><b><u>Promoter's Reports (Oct-Dec 2017)</u></b></p> <p><b>1. Speech and Language Therapy – Anne McKeever</b>  <u>Anne reported on project objectives:</u></p> <ul style="list-style-type: none"> <li>• Quarterly target of 40 children partaking in speech and language therapy has not been achieved; however, Anne anticipates this will be achieved by the end of March 2018.</li> <li>• Speech and language therapy caseload for the quarter was 36 and 12 children received Talk Boost.</li> <li>• There were 11 new referrals in the quarter. These referrals were received from teachers and transferred to other SLTs within the trust.</li> <li>• Average wait time between referral and assessment is seven days compared to 13 weeks at a local clinic; currently 0 children are awaiting assessment.</li> <li>• There have been ten discharges in the quarter and Anne provided a breakdown of each.</li> <li>• Over the past nine months 41 children have been discharged and 29 new referrals assessed.</li> <li>• Talk Boost – Teachers and classroom assistants are continuing to select appropriate children for this programme. Last quarter seen 12 children partake v target of 20. It is anticipated the target will be met in the next quarter.</li> <li>• There were 391 child contact session between October – December 2017.</li> </ul>	

- There are on-going teacher meetings to discuss IEPs'. Parental observations are also welcomed where parents are invited to watch and learn techniques for help at home.
- There have been on-going meetings and training in the quarter including nine classroom assistants receiving refresher training.
- Councillor Enright said that feedback for this scheme has been very good and we must keep this valuable service.

## **2. Driving to Success – Tatiana Seed (SERC)**

### Tatiana reported on project objectives/outputs:

- Driving part of the project began week commencing 25<sup>th</sup> September 2017.
- Driving lessons are delivered on 1 x 1 hour lesson once a week.
- 16 students have passed their driving theory to date and 20 students are currently participating in the driving programme. Five students had difficulty passing their theory and will rebook their theory test in January 2018. Seven practical driving tests have been booked for January and February 2018.
- There are currently 25 students enrolled on the Driving to Success Project.
- Tatiana explained that there is no upper age limit for the programme and that college strategy is to re-engage people to return to education.
- There have been 10 withdrawals from the programme. Nicholas asked Tatiana for the reasons for this and Tatiana explained that some students have moved to a different area, some have gained employment and others had to withdraw due to personal circumstances.
- Courses completed in this reporting period include 'Introduction to Employment in Hospitality Industry' L1 & ICQ (11 students enrolled and 8 achieved) and Food Safety in Catering, L2 RSPH H&S in the workplace L2 RSPH (1 student left the project).
- There are also a variety of on-going courses on offer.



- Alison McCarthy (Tosú ÚR) informed Tatiana that she had applied for Driving to Success but didn't hear back. Tatiana said she would investigate this.

**ACTION:** Tatiana to look into Alison's application further.

TS

**3. Family Health & Wellbeing – Alannah Brown (SureStart)**  
Alannah reported on project objectives/outputs:

- Target for 2017/2018 is 20 new parents attending the new parent programme, Alannah explained that they have a potential client which would allow them to go from 19 to 20 to hit target. 12 clients were carried over from quarter three. There are 13 active clients on the caseload.
- Alannah provided detail on two case studies', one on referral to the new parent programme and one on premature birth.
- Target number for people attending healthy lifestyle programmes for the full year is 160. Number attended to date is 125. Alannah is confident that target will be met; parents are encouraged to attend multiple programmes.
- 37 Individuals attended healthy lifestyle programmes in quarter three. These included Infant Massage (19 adults), Baby Yoga (11 attended), Adult Fitness (didn't run), Breastfeeding support (11 attended), Weaning groups (14 attended), Solid Starts (didn't run), Antenatal Yoya (5 attended), Postnatal Pilates (12 attended), Cook It (didn't run this quarter), Relaxation (8 attended), Fun in the Park, First Aid, Mini MEND (didn't run this quarter). Smoking Cessation advice and support on-going on a one to one basis as required.
- Various Parenting Programmes also ran this quarter, including, Drop-In Health Visiting Clinic (17 attended), New Mums Group (15 attended), Mello Bumps (3 attended), Mellow babies (8 attended) and Managing Children's Behaviour (8).
- 21 people have accessed home visiting service (target is 30). 100% of families have rated this service as 'Excellent'.
- 41 crèche sessions have taken places during the October – December 2017 reporting period.

	<ul style="list-style-type: none"> <li>Alannah said that she was confident everything is on target and Nicholas commented on the great work that is being done.</li> </ul> <p><b>4. NR Technical Assistance – Katrina Hynds (NMDDC)</b></p> <ul style="list-style-type: none"> <li>Katrina advised the partnership that NR meeting target is on track and that meetings are happening every 6-8 weeks.</li> <li>Claim two and three have both been forwarded for processing and claim two has since been processed.</li> <li>Six month Action Plan review has taken place.</li> <li>Katrina asked the partnership to provide updates and photographs for NR section in the six monthly community newsletter.</li> </ul> <p><b>ACTION:</b> Members to provide Katrina with updates and photographs for the NR section in the 6 monthly community newsletter.</p> <ul style="list-style-type: none"> <li>Katrina met with Peace IV and it was highlighted that very few Downpatrick community groups are applying for funding. It has now been agreed that workshops will take place with community groups.</li> </ul> <p><b>ACTION:</b> Katrina to inform the partnership of workshop dates.</p> <ul style="list-style-type: none"> <li>Katrina informed the partnership of the 'Safe Place Initiative' and asked for any suggestions on businesses that would partake in the initiative. Training will take place next week.</li> </ul> <p><b>ACTION:</b> Members to suggest possible Safe Place premises.</p> <p><b>5. Health and Community Engagement – Ann Grant (CDRCN)</b></p> <ul style="list-style-type: none"> <li>In quarter three, 162 people were engaged through the following programmes, IT training (9), Community Planning event (5), Action Planning NR(5), Model Farm BRIC (12), Halloween event (25), Men's networking event (18), AGM Downpatrick Community Collective (18), Book-keeping training (8), Housing Community network meeting (4), Beekeeping and awards for all project meetings (4), Downpatrick Inter-Agency meeting (12), Awards for all workshop (22) and Volunteer Recognition event (20).</li> <li>There has been a total of 891 people from community associations participating in projects, activities and events</li> </ul>	<p><b>All Members</b></p> <p><b>KH</b></p> <p><b>All Members</b></p>
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	<p>organised by each association in quarters one, two and three.</p> <ul style="list-style-type: none"> <li>Ann then reported on the number of people volunteering for community development activities from the NR area. In quarter three, one new member has volunteered with Stream Street Residents Association and there are currently 46 active volunteers engaging with this project. The focus this year is on supporting current volunteers and, in particular, new volunteers from last year's target.</li> <li>Community/voluntary groups supported from NRA – Facilitated and chaired Downpatrick Interagency meeting on 5<sup>th</sup> December 2017, attended by NIHE, Newry, Mourne and Down Council, PSNI, Transport NI, Housing Associations, Education Authority, Councillors/MLA, Community Groups representatives and Community Project representatives. There is on-going support and administration to all community groups with regards to activities and governance. Support to FHWCF senior programme and support and participation with ASB stakeholders task meeting and interventions. Training developed and delivered to meet needs of volunteers and community groups.  <u>Support to groups with funding management:</u>  Application made to DfC for programme funding.  <u>Funding secured for:</u>  Bee-Keeping Project £3,000 NIHE  Men's Group £10,000 Awards For All for additional programmes</li> <li><u>Healthy Lifestyle Programmes</u>  Downpatrick Women's group – 20 participants weekly (jewellery making, healthy eating cooking course, candle making, Christmas decoration workshops).  Downpatrick Men's group – 20 participants at weekly physical activity session, 15 at second yoga session and 10 at community allotment.  Senior Women and Men only – 28 participants weekly (Boccia, bingo, new age kurling and art and crafts).  Community Allotments – 12 allotment holders, 20 regular participants. Funding sourced for Bee-Keeping project with the men's group.  Irish Language Classes Ballymote – 20 weekly participants engaged in basic or intermediate classes delivered by volunteers. Utilising materials funded last year by DfC.</li> <li><u>Training</u>  IT training over three weeks for volunteer committee held October 2017 attended by 9. Book-keeping training delivered in November 2017 attended by 8 people. Awards For All project management and project planning workshop attended by 22. Cook It training held in October, attended by 10. Stress management training held in October 2017 attended by 12.</li> </ul>	
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	<ul style="list-style-type: none"> <li>Nicholas commended this great piece of work involving hundreds of people.</li> </ul>	
4.	<p><b><u>Consider Joint Study Visit</u></b></p> <p>Katrina told the partnership that funding is available for a joint study visit. After a short discussion the general consensus was to make it a one day event in the North of Ireland.</p> <p>The partnership said it was happy for Katrina and Sean McKevitt (Neighbourhood Renewal Officer) to investigate this further and seek out possibilities. Nicholas suggested Rathlin Island as a possibility as a group have opened a Hotel on the Island.</p> <p><b>ACTION:</b> Katrina to speak to Sean and identify possibilities and communicate to the partnership.</p>	KH
5.	<p><b><u>Matters Arising</u></b></p> <p>Katrina spoke to the partnership about the Youth and Future Talent Awards (YAFTA's) 2018 which are being held in the Millbrook Lodge Hotel, Ballynahinch on 22<sup>nd</sup> March 2018. The awards were created in 2012 by the Newry, Mourne and Down District Youth Council to help raise the positive profiles of the work young people are involved in across our district.</p> <p>Katrina encouraged the partnership to complete the nomination form for any young person eligible for an award within the 7 category's. The deadline for nomination forms is Friday 23<sup>rd</sup> February 2018 5pm</p> <p><b>ACTION:</b> Nomination forms can be requested from Katrina</p>	All Members
6.	<p><b><u>Date and Venue of Next Meeting:</u></b></p> <p>It was agreed that the next NR meeting would be in April 2018. Katrina will get a date and communicate this date to the partnership.</p> <p><b>ACTION:</b> Katrina to circulate new date for next NR meeting.</p>	KH

The Meeting closed at 5:35pm

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Newry Neighbourhood Renewal Partnership Report
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Damien Brannigan, Head of Engagement Aisling Rennick, Engagement & Development Manager Sean McKeivitt, Neighbourhood Renewal Officer

<b>Decisions required:</b>	
To note the report.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	To update the Committee on the on-going work of the Newry Neighbourhood Renewal Partnership (NRP).  Newry Neighbourhood Renewal Partnership met on Wednesday 16 May 2018 at which the Minutes of the following meeting were approved: > Minutes of Newry NRP Meeting held on Wednesday 21 March 2018.
<b>2.0</b>	<b>Key issues:</b>
2.1	None.
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee note the attached Minutes :- > Minutes of Newry NRP Meeting held on Wednesday 21 March 2018.
<b>4.0</b>	<b>Resource implications</b>
4.1	None.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
6.1	Appendix I: Minutes of Newry NRP Meeting held on Wednesday 21 March 2018.



**Minutes of the Newry NR Partnership Meeting  
Wednesday 21<sup>st</sup> March 2018  
At 7.00pm  
WIN Business Park, Newry**

*In Attendance:*

Mrs Geraldine Merendino	Ballybot CA (Chairperson)
Mr David Vint	SRC
Mr Damien Brannigan	NM&DDC
Mr John Ball	Deputy Director DfC
Mr Sean Mc Kevitt	NM&DDC (minutes)
Mr Raymond Jackson	CCG
Dr Conor Patterson	NMEA
Mr Collie Hanna	Barcroft CA
Ms Marian O'Reilly	Derrybeg CA
Mr Gerard Marron	Derrybeg CA
Mr Fergal O'Brien	SHSCT Promoting Well being team
Mrs Madaleine Mc Crink	SHSCT Promoting Well being team
Ms Kathleen Lowry	Greater Linenhall CA
Dr Kieran Shields	Education Authority N.I
Mrs Sinead Jennings	Ballybot CA
Mr Darren Thompson	Barcroft CA
Mr Colin Morley	Carnagat CA
Mrs Patricia O'Gorman	Threeways CA
Mrs Maureen Ruddy	Martins lane CA
Mr Gerard Hutchinson	Drumalane/Quayside Close CAS
Mr Gerry Coyle	Drumalane/Quayside Close CA

**Others Attending**

Mr Conor Murphy	Sinn Fein MLA
Ms Maeve Mc Parland	NMEA

**Apologies:**

Mr Micky Brady	Sinn Fein MP
Mrs Deirdre Murtagh	Ballybot CA
Mrs Barbara O'Hare	Ballybot CA
Mr James Treanor	Carnagat CA
Mr Brendan Cranney	MARCA
Ms Jenny Hughes	Martins Lane CA
Mrs Donna Lynch	Martins lane CA
Mrs Paula Mc Guigan	Carnagat CA
Ms Noreen Rice	MARCA
Ms Karen Gracey	Development manager DfC

**Matters Discussed**

- 1. Welcome & Introductions
- 2. Apologies
- 3. Minutes / Matters Arising
- 4. Programme updates
- 5. Discussion on proposed cuts –  
Mr Micky Brady MP & Mr Conor Murphy MLA
- 6. AOB
- 7. Date and time of next meeting

ITEM	SUBJECT	MATTERS ARISING/UPDATE	ACTIONS	By Whom
1	Welcome	Everyone was welcomed to the meeting  Geraldine on behalf of the members offered her sincere condolences to the family and friends of Laurance Bradley on the recent bereavement of his brother Joe		



		Also sincere condolences to Mr Fra Mc Guigan on the recent bereavement of his father. The members also wished Mr Gerry Carey a speedy recovery after his recent accident and following operation		
2.	<b>Apologies</b>	Recorded as above.		
3.	<b>Minutes and matters arising</b>	<p>Minutes agreed as accurate proposed by Mrs Maureen Ruddy Seconded by Mr Gerry Coyle</p> <p>An email was received from Ms Noreen Rice (MARCA) – The members of the community association were unable to attend this evening as there is a public meeting in the area to look at anti social behaviour and the spike in criminal activity. In relation to the proposed cuts – they feel that any cuts affect the entire community and in key areas like health and education can start to unravel the positive work completed to date.</p> <p>Under item 5. The letters to Mr John Ball, Mr Conor Murphy MLA and Mr Micky Brady MP Proved difficult to arrange a meeting outside of the partnership board meeting – this would now be discussed this evening.</p>		
4.	<b>Project updates</b>	<p><b>Health programme</b> Range of activity Across NR –</p> <ul style="list-style-type: none"> <li>• 885 participants on the health initiatives - range of activity programmes</li> <li>• Action Cancer Bus – 11 visits in NR areas – final visit 22<sup>nd</sup> March Drumalane</li> </ul> <p><u>Details from visits to bus include:</u></p>		



		<ul style="list-style-type: none"><li>• 174 breast screens – 8 referrals</li><li>• 66 MOT's – 21 referrals – high blood pressure and cholesterol</li><li>• Healthy eating programme with local primary schools – await all reports</li><li>• 17 people completed their IFA level 1 soccer coaching</li><li>• 41 volunteers participated in training – Shoulder to shoulder(PIPS) Adult safe guarding (Community sector training)</li><li>• 8 AAA clinics – 138 attended – 60% - detailed some concerns</li></ul> <p><b>SRC employability programmes</b></p> <p>TOPS – 108 residents</p> <ul style="list-style-type: none"><li>• 30 achieved qualifications</li><li>• 3 full time jobs</li></ul> <p><b>OCEANS-</b></p> <ul style="list-style-type: none"><li>• 16 residents enrolled / 4 from Newry</li><li>• 12 achieved Numeracy / Literacy</li><li>• 11 achieved BOSEIT</li><li>• 12 achieved Heights training.</li><li>• 6 residents secured full time employment</li></ul> <p><b>Enterprise Firms:</b></p> <ul style="list-style-type: none"><li>• 8 residents achieved Btec Level 2 Award in Business Enterprise</li><li>• 7 completed world host skill</li></ul> <p>Youth mentoring programme:</p> <ul style="list-style-type: none"><li>• 269 pupils form local secondary schools participating</li></ul>		
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		<p><b>E2E:</b></p> <ul style="list-style-type: none"><li>• Work with 2 high schools and 8 primary schools that service NR areas</li><li>• Delivered mindfulness programme – very positive feedback</li><li>• Primary 7 pupils invited to Business centre – tour of all businesses – comic shop very popular</li><li>• 50 students from St Marys High School visited Women’s aid and PIPS – think about volunteer roles</li><li>• 190 pupils from St Joseph’s boys high school – Internet safety</li><li>• Codor dojo rolled out again – very positive programme – 24 pupils form P7 – Mathematics and computer coding – Commercial opportunities</li></ul> <p>All target outputs achieved.</p> <p><b>Education Programme</b></p> <ul style="list-style-type: none"><li>• Homework clubs ongoing</li><li>• Out of school hours learning</li><li>• Explore opportunity to establish in Drumalane/Quayside before end of March.</li><li>• Work with school partner to get this running</li><li>• Good practice event - examples of good practice in youth work / interventions – Learning from Newry projects</li></ul> <p><b>CRJ</b> No update</p>		
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	<p><b>Sean McKevitt</b> gave an overview – NM&amp;DDC programmes</p> <p>Outdoor activity – all groups have availed of the programme –</p> <ul style="list-style-type: none"><li>• Target all age groups.,</li><li>• Wide range of activity - canoeing, abseiling, hill walking, camping, bouldering, climbing, residentials, team building, laser tag, karting, skiing (dry slopes), cycling – mountain biking.</li><li>• Training in mountain climbing and hill skills</li><li>• 1628 participants</li><li>• volunteers generated 1144 hours of voluntary work.</li></ul> <p><b>Community Renewal</b> CCG development support /running costs for CA's</p> <p>Raymond Jackson updated members as follows:</p> <ul style="list-style-type: none"><li>• Some issues raised – groups met with CG</li><li>• Issues for some groups – funding/CCG support</li><li>• To date 2 groups received 3 year funding from Children in need 30k over 3 years.</li><li>• Any issues should be raised by CA's to the development workers then to Laurance Bradley finally to Raymond and the CCG board</li><li>• Laurance to meet with CA chairs</li></ul> <p><b>Capital projects</b> <b>Drumalane Quayside Modular building –</b></p> <ul style="list-style-type: none"><li>• Building completed – external works completed – official opening 9<sup>th</sup> April</li><li>• BMX project – application to peace iv has been successful – meeting with all parties in April to look at moving forward</li><li>• Raymond McCreesh park – Council strategy – part of consolidation process – await outcome of community consultation.</li></ul> <p><b>NIHE projects</b></p> <ul style="list-style-type: none"><li>• No further progression</li></ul>		
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		All members wish to compliment the SRC, NMEA, The Trust, CCG and NM&DDC on the delivery of the programmes and the successes achieved.		
5.	<b>Budget and Proposed Cuts</b>	<p>Letters were sent to Mr Micky Brady MP, MR Conor Murphy MLA to arrange a meeting with members to discuss proposed cuts. Letter also sent to Mr John Ball deputy director DfC to keep his department informed of the decisions of the members.</p> <p>Mr John Ball addressed the members:</p> <ul style="list-style-type: none"> <li>• The department were asked to prepare for cuts of around 11%.</li> <li>• The DfC is responsible for welfare/housing benefits which are protected - NR is not protected – they now envisage a 4% cut.</li> <li>• We are looking internally and at money allocated in other areas – where we can make some savings – reduce impact of the cuts</li> <li>• The Department plays the hand they are dealt.</li> <li>• There will be some reductions. We are meeting internally this week – we will then speak to agencies about the projects.</li> <li>• We are as open as possible – expect to issue confirmation letters next week.</li> </ul> <p>All members thanked John for his openness and the work he and his department are doing.</p> <p>Conor Murphy added;</p> <ul style="list-style-type: none"> <li>• a lot of cuts over the years – 4 Billion in real terms</li> <li>• May see no cuts in 20/21</li> <li>• Outlook is poor</li> <li>• I share the communities frustration</li> <li>• Continued cuts will eventually see programmes cut.</li> <li>• Challenge for us all</li> <li>• I will always argue for Newry</li> <li>• Ensure your voice is heard</li> </ul> <p>Further discussion –</p>		

		<p>Key points:</p> <p><u>How does this model move forward?</u></p> <ul style="list-style-type: none"> <li>• Communities need to be at the table.</li> <li>• A civic forum</li> <li>• Transform local prioritising</li> <li>• Deputation in front of committee – chairs/vice chairs of NRP</li> <li>• Include social deprivation on the table</li> <li>• Ask to gather evidence and bring the case to Stormont</li> <li>• Sinn Fein can assist NR groups</li> <li>• Invite to Conor going forward to keep him informed</li> </ul> <p>Thank John and Conor for attending</p>		
6.	A.O. B	<p>Geraldine asked the members to be aware of confidentiality at meetings. The minutes are for public knowledge but conversations should not be repeated outside of any NR meetings to include the partnership and any sub groups. Members of the NRP board have been challenged /confronted by people in relation to business and discussions at the NR table.</p> <p>No more business Thank NMEA and Sean for the hospitality</p>		
7.	Date and time of next meeting	Dates to be arranged and forwarded to all members	Circulate details	Sean

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Policing and Community Safety Partnership (PCSP) Report
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Damien Brannigan, Head of Engagement

<b>Decisions required:</b>	
<ul style="list-style-type: none"> <li>To note the report.</li> </ul>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>To update the Committee on the on-going work of the PCSP and Policing Committee.</p> <p>The Policing Committee met on Tuesday 10 April 2018 at which the Minutes of the following meeting were approved:</p> <ul style="list-style-type: none"> <li>➤ Minutes of Policing Committee Meeting held on Tuesday 23 January 2018.</li> </ul> <p>The PCSP met on Tuesday 22 May 2018 at which the following were approved:</p> <ul style="list-style-type: none"> <li>➤ Minutes of PCSP Meeting held on Tuesday 23 January 2018.</li> <li>➤ Officer Report to PCSP Meeting held on Tuesday 23 January 2018.</li> </ul>
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>The PCSP has been awarded funding of £407,989.74 from Joint Committee for 2018/2019. This is an increase of £18,939.74 on the funding awarded for 2017/2018.</p> <p>Members' meeting expenses are additional to the administrative and operational amount of £407,989.74. As Members' expenses for 2018/2019 have not yet been confirmed by NIPB the arrangements agreed and introduced for 2017/2018 (through PCSP Communique 6/2017) are to be repeated during 2018/2019 and as such allocations revert back to 32 for Chair/Vice chair and 22 for remaining members (to include the two additional meetings covered through Council).</p>
<b>3.0</b>	<b>Recommendations:</b>
3.1	<p>That the Committee note the following which are attached:</p> <ul style="list-style-type: none"> <li>➤ Minutes of PCSP Meeting held on Tuesday 23 January 2018.</li> <li>➤ Minutes of Policing Committee Meeting held on Tuesday 23 January 2018.</li> <li>➤ Officer Report to PCSP Meeting held on Tuesday 23 January 2018.</li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	All items are budgeted for in the PCSP Action Plan.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
6.1	<p>Appendix 1: Minutes of PCSP Meeting held on Tuesday 23 January 2018.</p> <p>Appendix 2: Minutes of Policing Committee Meeting held on Tuesday 23 January 2018.</p> <p>Appendix 3: Officer Report to PCSP Meeting held on Tuesday 23 January 2018.</p>



## **POLICING & COMMUNITY SAFETY PARTNERSHIP**

### **Minutes of the Policing & Community Safety Partnership Meeting of Newry, Mourne and Down District Council held in the Mourne Room, Downpatrick on Tuesday 23 January 2018 at 7pm**

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- In attendance:**
- Cllr Terry Andrews, Newry, Mourne & Down District Council
  - Audrey Byrne, Independent Member
  - Cllr William Clarke, Newry, Mourne & Down District Council
  - Cllr Harry Harvey, Newry, Mourne & Down District Council (Chair)
  - Michael Heaney, Youth Justice Agency
  - Una Kelly, Independent Member
  - Cllr Mickey Larkin, Newry, Mourne & Down District Council
  - Roisin Leckey, Probation Board
  - Cllr Kate Loughran, Newry, Mourne & Down District Council
  - Grace McQuiston, Independent Member Vice Chair
  - Ewan Morgan, Independent Member
  - Declan Murphy, Independent Member
  - Fergal O'Brien, Southern Health & Social Care Trust
  
  - Cllr Mickey Ruane, Newry, Mourne & Down District Council
  - Cllr Michael Savage, Newry, Mourne & Down District Council
  - Fiona Stephens, Independent Member
  - Cllr David Taylor, Newry, Mourne & Down District Council
  - Paul Reid, District Commander
  - David Moore, Superintendent
- Also in attendance:**
- Siobhán Fearon, Partnership Manager
  - Damien Brannigan, Head of Engagement
  - Kerri Morrow, DEA Co-ordinator (Newry)
  - David Patterson, Head of Community Planning
  - Andrew Kernaghan, PCSP Officer
  - Dan McEvoy, PCSP Officer
  - Caroline Taylor, Democratic Services Officer

#### **1. Apologies and Chairman's Remarks**

Apologies were received from Cllr Brian Quinn, Newry, Mourne & Down District Council, Cllr Sean Doran, Newry, Mourne & Down District Council, Jude Cumisky, Independent Member, Deirdre Toner, Policing Board and David Patterson, Community Planning Manager.

The Chairperson welcomed everyone to the meeting, saying they had met twice since our last full meeting completing Turning the Curve exercises and reviewing the Action Plan and he thanked Members for their participation in the extra meetings.

He advised that there was a new Partnership Development Officer, Mr Keith Boyce, from Community Safety Unit of Dept Of Justice, who was taking over from Lesley as

our point of contact he had hoped to be here this evening but couldn't make it last minute.

The Chairperson formally welcomed Mr Dan McEvoy to the PCSP staffing team, saying that although he had been in post a number of weeks now this was his first meeting from the staff side of the table and wished him the best of luck in his new role and he asked Members to note that the student placement officer Louise had finished up her work with us and this position was currently vacant.

In finishing, the Chairperson said he had been asked to remind Members about claimable meeting expenses and reminded Members that expenses were only paid in relation to official business which was defined as meetings of the PCSP and Policing Committee; and only those events organised by the PCSP solely in relation to PCSP business (or by the Joint Committee). He added that the general principle was that all Members should attend the full meeting. Only in exceptional circumstances would the payment be made for attending at least half of the meeting or for a period of one hour, whichever was the lesser.

Siobhán Fearon referred to the Equality Scheme, saying that this had now been submitted and the Equality Commission had asked for a meeting, an update on which would be provided at the March PCSP meeting.

Siobhán Fearon further advised there would be no Community Planning report on the agenda, but that the closing date for Terms of Reference previously circulated relating to the Health & Safety Thematic Group was closing this week and if Members had any input to send to her before Friday.

## **2. Minutes of PCSP Committee held on 21 November 2017**

Read: Minutes of PCSP Committee held on 21 November 2017 (copy circulated).

Roisin Leckey advised she had been an apology for the meeting on 21 November 2017, although this had not been recorded in the minutes.

Fergal O'Brien advised he had been at the meeting on 21 November 2017, although this had not been recorded.

**ACTION:** The Minutes were agreed as an accurate record on the proposal of Cllr Michael Savage, seconded by Grace McQuiston, subject to the amendments above.

## **3. Matters Arising**

There were no Matters Arising.

## **4. Declarations of Interest**

There were no declarations of interest.

## 5. Action Plan 2018 - 2019

Read: Report from Siobhán Fearon, PCSP Manager, dated 23 January 2018, regarding Action Plan 2018/19 (copy circulated).

**ACTION:** On the proposal of Cllr Terry Andrews, seconded by Fiona Stephens, the Action Plan 2018/19 was approved.

## 6. Bi-Monthly Meeting Schedule

Read: Report from Siobhán Fearon, PCSP Manager, dated 23 January 2018, regarding Bi-Monthly meeting schedule (copy circulated).

Grace McQuiston advised that the issue of bi-monthly meetings had been discussed previously, saying the options were to stay as is, schedule bi-monthly PCSP and Policing meetings or alternate PCSP and Policing meetings each month.

Declan Murphy proposed that the PCSP Committee would take place one month and the Policing Partnership the next month.

In response to Members' questions Siobhán Fearon provided clarity as follows:

- If the option to proceed with a PCSP Committee one month and a Policing Partnership the following month, this would mean that there would be 12 meetings per year. The limit was 20 meetings plus 2 meetings agreed by Council plus additional meetings for training and there would also be sub-groups. The Chair and Vice-Chair would have an additional allocation on top of that.
- Research into how valuable policing committees were, was due to be published but the Policing Board was to meet first.

Cllr Mickey Ruane seconded Declan Murphy's proposal, adding that it could be trialled for 6 months and re-evaluated.

Fiona Stephens and Cllr Michael Savage concurred with the proposal.

In response to Cllr Mickey Larkin's query, Superintendent David Moore advised that the PCSP and policing partnership meetings were extremely worthwhile, assisting the PSNI in planning and flagging up issues with early warnings. He added that the more regular and structured the meetings were the bigger benefit the PSNI gained from them.

Siobhán Fearon advised a 6pm start would be possible for both PCSP and Policing Partnership meetings and that due to end of year spend and an office move for PCSP staff, it would be best to finish the year in March with the PCSP and Policing meetings on the same night and start the new arrangement of alternate meetings from May 2018 onwards.

**ACTION:** On the proposal of Declan Murphy, seconded by Cllr Mickey Ruane, it was agreed that PCSP Committee and Policing Partnership meetings would continue as is in March 2018 and rotate from May 2018 starting with the Policing Committee. This would be undertaken on a trial basis which would be reviewed after 6 months.

Siobhán Fearon undertook to obtain suitable dates for 2018 and 2019 and circulate to Members.

## **7. Officer Report**

**Read:** Report by Siobhán Fearon, PCSP Manager, dated 23 January 2018, regarding Officer Report (copy circulated).

**ACTION:** It was agreed to note the Officer Report.

## **8. Sub Group Reports**

**Read:** Report by Siobhán Fearon, PCSP Manager, dated 23 January 2018, regarding ASB Sub Group Report (copy circulated).

Andrew Kernaghan welcomed his new colleague, Dan McEvoy, to the team, saying Dan would manage the ASB Sub Group. He added that he was working on a project in Carneget, which Members would be updated on with progress, although feedback was good.

Siobhán Fearon referred to the Terms of Reference regarding the membership of the ASB Sub Group, saying it would be more appropriate for the statutory organisations to have better representation on the ASB Sub Group.

A discussion ensued, the highlights of which were as follows:

- The representative from the statutory organisation did not necessarily have to be the representative on the PCSP.
- The ASB Sub Group would continue to meet bi-monthly, on the months the Policing Committee was held.
- The scope to expand membership of the ASB Sub Group was limited as there could be a danger in making the group too big.

Representatives of the statutory agencies concurred that whilst they welcomed their inclusion on the ASB Sub Group, someone else in their organisation may be better placed to attend the meeting.

Cllr Willie Clark welcomed the inclusion of representatives from statutory organisations onto the ASB Sub Group, adding that this would be particularly useful for the Probation Service relating to the resettlement of people coming out of the justice system. He suggested the ASB Sub Group meetings could be themed and experience of the statutory organisations availed of.

Michael Heaney said he could attend ASB Sub Groups for particular issues relating to the Youth Justice Agency.

**ACTION:** It was agreed on the proposal of Grace McQuiston, seconded by Cllr W Clarke, to extend the invitation to join the ASB Sub Group to the statutory organisations.

**ACTION:** On the proposal of Grace McQuiston, seconded by Jude Cumisky, it was agreed that Audrey Byrne would fill the vacancy on the ASB Sub Group.

## 9. Home Secure Report

**Read:** Report by Siobhán Fearon, PCSP Manager, dated 23 January 2018, regarding Home Secure Report (copy circulated).

**ACTION:** It was agreed to note the Home Secure Report.

## 10. Good Morning Good Neighbour

**Read:** Report by Siobhán Fearon, PCSP Manager, dated 23 January 2018, regarding Good Morning, Good Neighbour Report (copy circulated).

**ACTION:** It was agreed to note the Good Morning Good Neighbour Report.

## 11. Peace IV Update

**Read:** Report by Alison McConville, Peace IV Officer, dated 23 January 2018, regarding Peace IV Update.

**ACTION:** It was agreed to note the Peace IV update report.

## 12. DEA Co-ordinators Report

**Read:** Report by Kerri Morrow, DEA Co-ordinator (Newry), dated January 2018, regarding DEA Co-ordinator's Report (copy circulated).

Kerri Morrow provided Members with an overview of the Newry DEA from the past 9 months.

**ACTION:** It was agreed to note the DEA Co-ordinators Report.

## 13. Date of Next Meeting

Siobhán Fearon advised that the date of the next meeting would be 20 March 2018 in Newry.

There being no further business, the meeting finished at 8pm.

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Former Warrenpoint PSNI Station
<b>Reporting Officer (Including Job Title):</b>	Michael Lipsett, Director of Active and Healthy Communities
<b>Contact Officer (Including Job Title):</b>	Julie McCann, Head of Community Engagement

<b>Decisions required:</b>	
To note the report.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>The legacy Newry and Mourne Council initiation of a project to provide a Community Hub with a number of public and private sector partners on the site of the former PSNI Station in Warrenpoint.</p> <p>The PSNI have issued now a letter giving further clarification around disposal of the site which was formerly Warrenpoint Police Station which is summarised below.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<ul style="list-style-type: none"> <li>• The process to prepare the site for disposal which has been underway and was due to be completed by September 2018, has now been postponed.</li> <li>• A review of the previous decision to transfer the site leading to its disposal will be carried out as there is insufficient clarity around future arrangements and demand.</li> <li>• These matters are subject to the PSNI's internal governance procedures and in the near future will be passed to the Policing Board for Northern Ireland.</li> </ul>
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee note the report and attached letter.
<b>4.0</b>	<b>Resource implications</b>
4.1	None
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
	Appendix I: Letter of from David Moore dated 1 June 2018.



Keeping People Safe



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1 June 2018

Mr Michael Lipsett  
Director of Healthy Communities  
Newry Mourne and Down District Council  
Downpatrick Civic Centre  
Ardglass Road  
Downpatrick  
BT64 1AW

*Dear Michael,*

Following our ongoing discussions, I undertook to write to you in order to provide further clarification around the site which was formerly Warrenpoint Police Station.

The process to prepare the site for disposal has been underway for some time, the earliest that this work could have been completed was September 2018, but these works have been postponed, as we have decided to review the previous decision to transfer the site leading to its disposal.

We are reviewing this decision because we do not at this time have sufficient clarity around future arrangements and demand.

These matters are presently subject our internal governance procedures, and will in the near future be passed to the Policing Board for Northern Ireland in a manner consistent with our accountability arrangements.

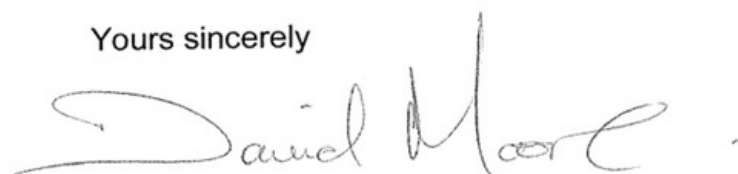
If a decision is reached in the future to revert the site for disposal, it will be subject to the normal procedures of a D1 notice, being offered initially to public sector organisations.

Superintendent David Moore  
Newry Mourne and Down District  
PSNI Station, 3 Belfast Road Newry BT34 1EF  
Tel: 101, Extension 35249 or in an Emergency 999

I very much regret the extent of the speculation around these matters prior to me being able to write to you formally with this information. I know however you will appreciate the importance of public sector governance and accountability arrangements, to which we are required to apply the very highest standards. I am writing to you at this time, prior to the conclusion of these processes, in order to provide factual information to a key public sector partner organisation.

As District Commander for Newry Mourne and Down, I have been directed by my Chief Officer to lead on communication and engagement requirements arising from this decision. I will remain available to you and your colleagues for any further discussions you deem necessary. I will keep you up to date with any further developments as soon as is practicable, commensurate with our governance and accountability requirements.

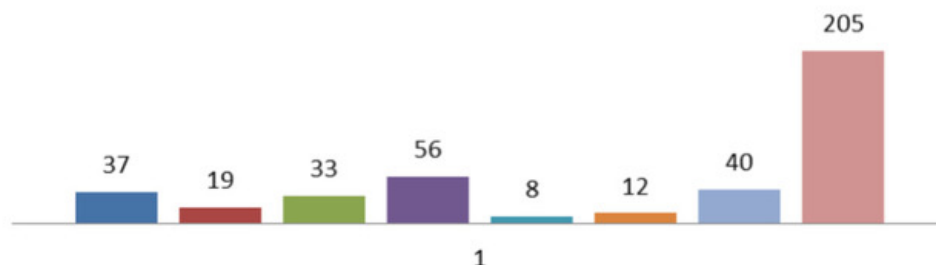
Yours sincerely

A handwritten signature in dark ink, appearing to read 'David Moore', with a stylized flourish at the end.

Superintendent David Moore  
Newry Mourne and Down District  
PSNI Station, 3 Belfast Road Newry BT34 1EF  
Tel: 101, Extension 35249 or in an Emergency 999

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Update report on logistical support for events 17/18
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen Assistant director of Community Engagement
<b>Contact Officer (Including Job Title):</b>	Julie Mc Cann Head of Community Services, Facilities and Events.

<b>Decisions required:</b>	
<b>To note the report.</b>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>In line with the Council's Procedure in relation to supporting community events, the Community Engagement Section of the council provides logistical support to constituted community/ voluntary organisations who manage community run events throughout the district. This includes the provision of marquees, gazebos, tables, chairs and barriers.</p> <p>The purpose of providing this logistical support is to:</p> <ul style="list-style-type: none"> <li>• Empower local communities</li> <li>• Encourage community organisations to play a greater role in the management of events</li> <li>• Promote equality of opportunity, good relations and assist in supporting groups identified under Section 75, Northern Ireland Act (1998).</li> </ul>
<b>2.0</b>	<b>Key issues:</b>
2.1	<p><b>Community Events</b></p> <p>In the financial year of 2016/17, we provided logistical support to 213 groups with only 34 groups from legacy Down area and 179 groups from legacy Newry and Mourne availing of the service. In 2017/18 the Community Engagement Section provided Logistical support 205 events with 55 groups from the legacy Down area and 150 groups from legacy Newry and Mourne availing of the service. Another 81 groups availed of assistance to complete requests to use Council land. Two workshops were also arranged to inform groups of the new Road Closure legislation and its impact on events. Over 40 participants attended these workshops.</p> <p>Total number of events supported across all DEAs: 205</p>



<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee note the report.
<b>4.0</b>	<b>Resource implications</b>
4.1	Council officers time in relation to processing requests by community/voluntary organisations and driver hours 1F/T & 1 P/T to deliver requests. Overtime is also incurred for events happening at weekends and over public holidays.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
	None.

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Areas at Risk Community Education Programme
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen (Assistant Director Community Engagement)
<b>Contact Officer (Including Job Title):</b>	Julie Mc Cann (Head of Community Services, Facilities and Events)

<b>Decisions required:</b>	
<i>To note the report.</i>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>The Department For Communities fund NM&amp;DDC £30,000 per location per year to run Community Educational programmes in Crossmaglen and Bessbrook Community centres.</p> <p>A programme of courses is agreed in advance with the Dept. For Communities ranging from certificate level courses to vocational classes and participation targets are set.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>As part of the letter of offer the council has to submit quarterly progress reports and financial claims identifying what courses where run in the past quarter, what funding was spent, numbers attending and any issues identified.</p> <p>In the last financial year a wide range of activities took place (see Appendix 1 &amp; 2), participation targets where met and the full amount of grant aid has been claimed.</p> <p>In this financial year, 2018/19 funding for both Bessbrook and Crossmaglen has been reduced to £24,000 per location. This was the maximum amount permitted by the Dept. for an Area at Risk Area.</p>
<b>3.0</b>	<b>Recommendations:</b>
3.1	To note the contents of this report and the participation reports in Appendix 1 & 2.
<b>4.0</b>	<b>Resource implications</b>
4.1	<ul style="list-style-type: none"> <li>Officers time in relation to organising tutors, registration and processing claims in relation to this project.</li> <li>Programme reduced by £48,000 in the 2018/18</li> </ul>
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality of opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
	<p>Appendix I: Participation report for Crossmaglen</p> <p>Appendix 2: Participation report for Bessbrook</p>

## BESSBROOK AREAS AT RISK PROGRAMME 2017 - 2018

## PARTICIPANT REPORT

COURSE	QUARTER 1 Weeks    Nos	QUARTER 2 Weeks    Nos	QUARTER 3 Weeks    Nos	QUARTER 4 Weeks    Nos
First Aid Course	1 week       10			
Flower Arranging	8 weeks      19		8 weeks      22	7 weeks      27
Jive and Zumba	6 weeks      12			
Family Fitness - Dance Academy	10 weeks     25			
Cookery Skills for Less Abled	4 weeks      5	4 weeks      6		4 weeks      6
Archery	6 weeks      10	12 weeks    20		
Food Hygiene for Children	4 weeks      12			8 weeks      22
Irish Language	10 weeks     10		10 weeks     10	10 weeks     10
Summer Dance Academy - Sports Summer Camp / Family Fitness		6 weeks      75		5 weeks      20
Fishing Summer Camp		1 week      12		
Jive and Zumba				4 weeks      20



Jewellery				6 weeks	45	128
Art (Art Activities)				6 weeks	45	
Arts and Crafts (Music Therapy)				5 weeks	25	
Arts and Crafts (Floral)				3 weeks	20	
ECDL Advanced Excel				10 weeks	9	
SRC Award in Make-up				8 weeks	14	
NUMBERS PER QUARTER	103	113	32		263	
TOTAL NUMBERS						511

**CROSSMAGLEN AREAS AT RISK PROGRAMME 2017 - 2018****PARTICIPANT REPORT**

<b>COURSE</b>	<b>QUARTER 1</b>		<b>QUARTER 2</b>		<b>QUARTER 3</b>		<b>QUARTER 4</b>	
	<b>Weeks</b>	<b>Nos</b>	<b>Weeks</b>	<b>Nos</b>	<b>Weeks</b>	<b>Nos</b>	<b>Weeks</b>	<b>Nos</b>
Art for Beginners	10 weeks	11			10 weeks	12	6 weeks	13
Flower Arranging	8 weeks	13			6 weeks	13	10 weeks	14
Knit and Natter - Craft Workshops	10 weeks	10						
Genealogy	5 weeks	22			5 weeks	15		
Computers for Beginners - ECDL	4 weeks	5						
Wellness/Time for Me - Armchair Aerobics	6 weeks	12						
Music Therapy	5 weeks	10						
Mosaics	6 weeks	10						
How to be a Hollywood Producer			2 weeks	6				
First Responders Training					1 week	12	1 week	10
Craft Workshops - NIGHT					4 weeks	12		
Craft Workshops - DAY					5 weeks	14		

ECDL Advanced Word				10 weeks	14	130
Barista Training - Level 2				8 weeks	9	
<b>NUMBERS PER QUARTER</b>	<b>93</b>	<b>6</b>	<b>78</b>		<b>60</b>	
<b>TOTAL NUMBERS</b>						<b>237</b>

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	18 June 2018
<b>Subject:</b>	Dundrum Coastal Rowing Club – Purchase of Site at 32 Main Street, Dundrum
<b>Reporting Officer (Including Job Title):</b>	Michael Lipsett, Director of Active and Healthy Communities
<b>Contact Officer (Including Job Title):</b>	Damien Morgan, Outdoor Leisure Officer

<b>Decisions required:</b>	
To note the report.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	The Dundrum Coastal Rowing Club have requested that the Council issue a letter of Comfort in respect of the proposed purchase of a site at 32 Main Street, Dundrum by Dundrum Coastal Rowing Club for the purpose only of building and providing a Boathouse for the use by the Club.
<b>2.0</b>	<b>Key issues:</b>
2.1	Letter of comfort for the benefit of Dundrum Coastal Rowing Club by Newry, Mourne and Down District Council has been issued to enable the club to secure planning permission and pursue funding for their proposal.
<b>3.0</b>	<b>Recommendations:</b>
3.1	That the Committee note the report and attached letter of comfort.
<b>4.0</b>	<b>Resource implications</b>
4.1	None
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	No equality or opportunity or good relations adverse impact is anticipated.
<b>6.0</b>	<b>Appendices</b>
	Appendix I: Letter of Comfort dated 4 June 2018

**Liam Hannaway**  
Chief Executive



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

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4 June 2018

**TO WHOM IT MAY CONCERN**

Dear Sirs

**Letter of Comfort for the benefit of Dundrum Coastal Rowing Club  
Purchase of Site at 32 Main Street, Dundrum, Co Down**

I refer to the above and wish to advise that Newry, Mourne and Down District Council (hereinafter referred to as "the Council") confirms the following in respect of the proposed purchase of a site at 32 Main Street, Dundrum by Dundrum Coastal Rowing Club (hereinafter referred to as "the Club") for the purpose only of building and providing a Boathouse for use by the Club:-

- a. The Council is the owner of the access lane adjacent to 32 Main Street, Dundrum as shaded in blue on the attached map and leading to the public slipway and Greenbanks Recreation Area.
- b. The Council is willing in principle to grant a right of access to the Club, its members and lawful visitors over the access lane adjacent to 32 Main Street, Dundrum as shaded in blue on the attached map to access the site at 32 Main Street, Dundrum and to access the public slipway, subject to Council approval and completion of the necessary legal formalities.

Yours faithfully

**Michael Lipsett**  
Director of Active and Healthy Communities