



November 14th, 2018

Notice Of Meeting

You are invited to attend the Active and Healthy Communities Committee meeting to be held on **Monday, 19th November 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 O Muiir
Cllr. B Quinn	Cllr. D Taylor
Cllr. W Walker	

Agenda

1.0 Apologies and Chairperson's Remarks

2.0 Declarations of Interest

3.0 Action Sheet arising from AHC Meeting held on

 15 October 2018.pdf

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4.0 MacMillan Move More Presentation

Community Engagement

5.0 Community Centre Effectiveness Review SLAs/FMAs

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6.0 DEA Fora Update Report

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 Appendix 2 - DEA Fora Downpatrick DEA.pdf

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7.0 Warrenpoint Community Centre Feasibility Study

 Warrenpoint Community Facility Feasibility study.pdf

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8.0 Play Inflatable Policy

 Play Inflatables.pdf

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 Appendix 2 - Play Inflatables - policy and framework for use of play inflatables on council property.pdf

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 Boulevard Lease Nov 18.pdf

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10.0 Mullaghbane Remedial Works

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 *Appendix 1 -Mullaghbawn Community Centre Crack Survey_1.0.pdf*

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11.0 Northern Ireland Housing Executive - Community Involvement Strategy 2018-23 Consultation Document

 *NIHE Consultation Report Oct 18 AHC.pdf*

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12.0 Peace IV Local Action Plan

 *PEACE IV Report AHC Nov 2018.pdf*

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13.0 Financial Assistance

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14.0 DfC Funding Application Process

 *Applications to DfC Nov 18.pdf*

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Leisure and Sports

15.0 Tennis Bubble Newry

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16.0 Newtownhamilton Fencing

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 *Sports Hub Application.pdf*

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18.0 Newry Leisure Centre - Café

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19.0 New Down Leisure Centre Selected Pricing

Health & Wellbeing

20.0 Support Request from Keep Northern Ireland Beautiful for Eco-Schools Programme for period 2019-20


 *Ecoschools.pdf*

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21.0 Nuclear Free Local Authorities - AGM

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For Noting - Community Engagement

22.0 Community Centre Energy Renewables

 *Energy Efficiency Nov 18.pdf*

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23.0 Social Investment Fund - Update

 *SIF Report November 2018.pdf*

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For Noting - Leisure & Sports

24.0 Sports Awards

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26.0 MacMillan Move More Programme

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For Noting - Health & Wellbeing

27.0 CAAN Project INTERREG VA Programme

 *CANN report.pdf*

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

28.0 New Down Leisure Centre Handball and Squash Provision

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

 *Squash Courts.pdf*

Not included

Invitees

Cllr Terry Andrews	terry.andrews@nmandd.org
Cllr Naomi Bailie	naomi.bailie@nmandd.org
Cllr Robert Burgess	robert.burgess@nmandd.org
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Cllr William Walker	william.walker@nmandd.org
Mrs Marie Ward	marie.ward@nmandd.org

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/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	Sports development working with ERT staff to seek possible funding for this project	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	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.	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/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, Killeel and amendment of the Capital Programme as below: <ul style="list-style-type: none"> Officer time – Community Engagement section and Estates Department; Funding of €350,000 for the scheme had previously been agreed as part of the Council's Capital Programme; Use savings in the Capital Programme 	J McCann	Procurement has been complete. Standstill period ends midnight on Tuesday 7 th November 2018. Contractor anticipated to be on site end Nov 2018.	N N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/069/2018	Multi-Sports Facility Sports Hub	to fund the additional £100,000 cost of the scheme. It was agreed to submit expressions of interest applications for the 3 Sports Hubs (Newry Leisure Centre, St Peter's GAA, Warrenpoint and Tollymore FC, Newcastle), recommended within the study to Sport NI Multi-Sports Funding Stream.	P Power	Ongoing	N
AHC/147/2018	Wi-Fi in Community Centres	It was agreed to approve Council Officials to complete a business case for the provision of Wi-Fi at 7 Council owned Community Centres and to proceed to work with the IT Department to procure, appoint and implement the Wi-Fi Project.	J Hillen	Business cases submitted for installation of Wi-Fi at agreed Community Centres.	N
AHC/148/2018	Community Centre Review and Strategy	It was agreed to approve the appointment of a consultant using the NEBRO framework to develop a Community Centre Strategy to identify gaps in provision and make recommendations on how Council addressed current and future needs	J Hillen	Ongoing	N
AHC/154/2018	Priority Recommendations for Play Strategy 2017-2022	It was agreed to re-align capital priority schemes at 16 play parks prior to the March 2019 funding deadline and reduce community consultation to a single stage process.	C Haughey	Works ongoing	N
AHC/156/2018	Play Strategy Upgrades/ Transformation Schemes	It was agreed to approve the findings of the consultation process; agree the capital spend budget; commence work to the following parks: • Oliver Plunkett, Camlough – upgrade - £50,960	C Haughey	Ongoing Ballymaderphy complete Lislane complete Bridge centre complete	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<ul style="list-style-type: none"> • Bridge Centre, Killyleagh – upgrade - £67,679 • Lislane, Saintfield – upgrade - £58,995 • Jonesborough, Newry – upgrade - £61,452 • Burren Village, Warrenpoint – upgrade - £60,040 • Drumanness, Ballynahinch – upgrade - £66,260 • Westlands, Crossgar – upgrade - £65,050 • Lurganare, Newry – upgrade - £72,198 • Cullyhanna – upgrade - £65,000 • Drumintee – upgrade - £63,000 • Ballynaderphy, Killeal – transformation - £6,855 			
AHC/157/2018	Forkhill Play Park	It was agreed to approve the findings of the PlayBoard NI consultation report with regard to investigating option for siting one play area on the former military site to serve the village of Forkhill.	C Haughey	Ongoing	N
AHC/163/2018	Kilbroney Park Sports Hub	It was agreed that officers be permitted to develop the project to a point where funding could be sought.	C Haughey	Ongoing – feasibility study to be carried out and estates to work on costs	N
AHC/176/2018	Meadowlands Play Park	It was agreed to approve the officer's recommendation as at para. 3.1 contained within the report.	C Haughey	Project being lead now by estates not outdoor leisure	Y
AHC/182/2018	Kittybane Amenity Toilets	It was agreed to approve the purchase and installation of a new toilet unit and the realignment of the overall capital budgets of £20k for the facility. The unit	C Haughey	Ongoing	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/183/2018	Play Park Proposals for Killough, Newtownhamilton and Ballyholland	to be managed, maintained and cleaned by the local fishing club by way of an SLA. It was agreed to accept the recommendations from PlayBoard NI with regard to Killough, Ballyholland, Forkhill and Newtownhamilton sites, design and cost as per details circulated with report.	C Haughey	Ongoing	N
AHC/185/2018	Newry City AFC	It was agreed to a capital spend of £3450 for the Flood Risk Assessment and Topographical Survey for Newry Back Field as these would be advantageous to Council if any development works were to be carried out in the future by Council.	C Haughey	Ongoing	N

ACTION SHEET ARISING FROM AHC MEETING HELD ON 15 OCTOBER 2018

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/200/2018	Action Sheet of Active & Healthy Communities Committee Meeting held on 17 September 2018	It was agreed to note the action sheet.	D Services	Actioned	Y
AHC/201/2018	DEA Fora Update Report	It was agreed to note the report and agree the action sheets from the following DEA Forum Private Meetings: <ul style="list-style-type: none"> • Slieve Gullion DEA Forum Private Meeting held on 14 August 2018; 	D Brannigan	Agreed	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<ul style="list-style-type: none"> Slieve Croob DEA Forum Private Meeting held on 18 September 2018; Crotlieve DEA Forum Private Meeting held on 25 September 2018 			
AHC/202/2018	Sustainable Christmas Tree Project	It was agreed to support the roll out of the Sustainable Christmas Tree Initiative by resourcing community engagement elements of the pilot programme.	J Hillen	Ongoing	Y
AHC/203/2018	Peace IV Local Action Plan	<p>The following recommendations of the Peace IV Partnership were agreed:</p> <ul style="list-style-type: none"> Capacity Building Programme for Groups – Procure and appoint relevant suppliers as required by the groups in order to deliver their animation project. Estimated cost: £210,000 (£5000 per group x 42 groups) Civic Leadership Programme – Procure and appoint relevant training providers/suppliers to deliver a training programme regarding caring for trauma victims (including a residential). Estimated cost: £6,000 Total: £216,000. 	J McCabe	Ongoing	Y
AHC/204/2018	Financial Assistance Call 3	It was agreed to approve the funding of Sports Active applications in Call 3 for the 2018-19 period as per the circulated appendix.	J McCabe	Actioned	Y
AHC/205/2018	Indoor Leisure Facility	It was agreed to continue to open specific facilities for specific holidays for	K Gordon	Approved	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Arrangements for 2019-2020 Public Holidays	<p>2019/20 as below subject to the forthcoming rates estimates process and subject to change with any future agreements through management and trade unions:</p> <ul style="list-style-type: none"> • 22nd and 23rd April 2019 – All centres open single shift* • 6th and 27th May 2010 – All centres open single shift* • 12th July 2019 – All centres closed • 15th August 2019 – Newry and Killeel single shift – all other centres open as normal • 26th August 2019 – All centres open single shift* • 24th, 25th, 26th, 27th December 2019 – All centres closed • 1st January 2020 – All centres closed • 17th March 2020 – All centres closed 			
AHC/206/2018	Community Trails ORNI	It was agreed to approve, in principle, to contribute capital funding of up to £393,633.75, for the development of the trails at Drumkeearagh, Tievnaciaragh, Corry Wood, Seatorde Planting and Annsborough Link as ORNI can secure funding through TRPSE and RDP.	C Haughey	Match funding is now provided for 4 community trials to the value of £280k Updated by report AHC/206/2018 Ongoing, however costs to council is now reduced due to sport additional funding included	N
AHC/207/2018	Macmillan Move More Co-Ordinator Post	It was agreed to extend the Macmillan Move More Programme until 2022 at a cost of £10,029 within 2020/21 and £20,058 within 2021/22; provide a letter of commitment to Macmillan to secure the remaining 27% funding in order to deliver the programme in 2022.	C Haughey	Actioned	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/208/2018	Live Here Love Here Funding Request	It was agreed to support Live Here Love Here for the 2019-2020 period at a cost of £26,000 and to commit an additional £10000 for small grants, dependent on rates estimates process.	S McEldowney	In estimates process	Y
AHC/192/2018	Newry Neighbourhood Renewal Partnership Report/Minutes	It was agreed to note the report and minutes.	D Brannigan	Noted	Y
AHC/210/2018	Policing & Community Safety Partnership Report	It was agreed to note the report and minutes.	D Brannigan	Noted	Y
AHC/211/2018	Social Investment Fund – Update	It was agreed to note the report.	J McCabe	Noted	Y
AHC/212/2018	Sustainability & Climate Change Forum Actions	It was agreed to note the report.	S McEldowney	Noted	Y
AHC/213/2018	No 16 The Square, Rostrevor	It was agreed to note the contents of the officer's report, to accept the projected costs of the works and proceed.	J Hillen	Ongoing	N

Report to:	Active Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Report on amendments to Facility Management Agreements (FMAs) and Service Level Agreements (SLAs)
Reporting Officer (Including Job Title):	Janine Hillen Assistant Director of Community Engagement
Contact Officer (Including Job Title):	Julie Mc Cann Head of Community Services, Facilities and Events

For decision	x	For noting only
1.0		Purpose and Background
1.1		<p>Newry, Mourne and Down District Council commissioned a Community Centre Effectiveness Review to determine how community centres/facilities are supported across the entire District. Review recommendations were ratified by Council in December 2017.</p> <p>The Review concluded that; <i>'All facilities regardless of their funding model, are important assets to the communities they serve. It is therefore important that Council continue to support community facility provision in a fair and equitable manner in the long term.'</i></p> <p>The purpose of this report is to further progress recommendations arising from the Review, specifically relating to:</p> <ul style="list-style-type: none"> • Community Facility Definition • Facility Management Agreements • Service Level Agreements
2.0		Key issues
2.1		<p>Community Facility Definition</p> <p>For the purposes of consistency and to assist in the allocation of funding and development of future strategies, Council must seek to agree a definition of what it considers a community facility.</p> <p>Following consultation (as detailed in the Review methodology) a draft definition has been proposed, specifically;</p> <p><i>'A community facility is a building, which is open to the public where the community can gather for a diverse range of social, cultural, educational, recreational, training and information activities. The centre will normally facilitate a minimum of three diverse activities.'</i></p> <p><i>A community centre will have independent accounting procedures and will produce its own annual Income and Expenditure accounts separate from any associate or parent organisation. The facility should be managed by a constituted community organisation.</i></p>

	<p><i>The governing rules of the Centre must not restrict any section of the community from using the Centre or restrict any type of activity other than for reasons of insurance.'</i></p>
2.2	<p>Facility Management Agreements</p> <p>There are currently 17 Council owned centres operating under a Facility Management Agreement (FMA) and are managed by voluntary management committees. Total grant aid awarded in 18/19 to these centres was £83,750.</p> <p>The Review stated:</p> <p><i>'A system should be established that will share council financial resources across all these facilities ensuring each receive a level of financial contribution. This level of financial contribution may not necessarily be the same for each facility but may be a tiered system depending on such things as size of facility, number of activities, location etc.</i></p> <p><i>The FMA system needs to be clear and transparent so that each management committee will be clear about:</i></p> <ul style="list-style-type: none"> • <i>The level of resource support that each centre receives from the council</i> • <i>How costs are attributed to their centres</i> • <i>The level of funding they will be receiving each financial year</i> • <i>How the funding is distributed between all the centres with FMAs in place</i> • <i>The FMA should be in place for the term of the Council'</i>
2.3	<p>Service Level Agreements</p> <p>There are a total of 14 Community owned and community managed centres who receive a Service Level Agreement (SLA) from Council. The total grant aid awarded in 18/19 was £35,850.</p> <p>The Review indicated that:</p> <p><i>"Council should continue with and consider increasing this financial support through the process of a Service Level Agreement. However, the process of receiving an SLA should not be restricted to those centres who are currently in the system but needs to be opened up to allow for new recipients.</i></p> <p><i>Receipt of an SLA should be based on an open call enabling a wider range of centres to apply.</i></p> <p><i>Council needs to agree a definition of what the term 'community centre/facility' refers to and agree qualifying criteria, which centres must fulfil to enable them to receive SLAs. This criteria may look at issues such as:</i></p> <ul style="list-style-type: none"> • <i>Other Council supported facilities within the area</i> • <i>Other funding streams the centres are in receipt of</i> • <i>Level and type of activity within the centre</i> • <i>Size of community served by the centre</i> • <i>Consideration should be given to the length of the SLA – to offer groups greater financial security the SLA should run for a period of possibly three</i>

	<i>years or indeed the term of the Council.'</i>
3.0	Recommendations
3.1	<p>Committee to provide approval to:</p> <ol style="list-style-type: none"> 1. Adopt the definition of a Community Facility as detailed in Appendix 1. 2. Launch an open call to award SLAs from Community Groups who run Community Facilities within the Council District (using recommended criteria relating to size, location and programme). 3. Extend the length of both FMAs and SLAs from 1 year to the term of a council (4 years). 4. Launch a closed call for FMAs, with funding to be allocated to all facilities as per recommended criteria around size, location and programme. 5. Increase the number of SLA with groups from 14 to 25, to meet increased demand and Review recommendations. 6. Provide interim support to groups who receive an SLA currently but who are not successful in the open call (1/3 of their current SLA amount for the first year) 7. Proceed with a series of public meetings and capacity building workshops to advise groups of agreed changes.
4.0	Resource implications
4.1	<p>Officer time. Increase in SLA funding allocation of approx. £20,000 (to cover potential increase following application process, capacity building, training and community volunteer workshops)</p>
5.0	Equality and good relations implications
5.1	No Equality and Good Relations Implications were identified as part of the Review process.
6.0	Rural Proofing implications
6.1	No issues were identified within the Review that would indicate a negative impact.
7.0	Appendices
	None
8.0	Background Documents
	Community Centre Effectiveness Review – Dec 2017

Report to:	Active and Healthy Communities
Date of Meeting:	19 November 2018
Subject:	District Electoral Area (DEA) Forums Update Report
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement

<table border="1"> <tr> <td>For decision</td> <td><input type="checkbox"/></td> <td>For noting only</td> <td><input checked="" type="checkbox"/></td> </tr> </table>		For decision	<input type="checkbox"/>	For noting only	<input checked="" type="checkbox"/>
For decision	<input type="checkbox"/>	For noting only	<input checked="" type="checkbox"/>		
1.0	Purpose and Background				
1.1	<p>To provide the Committee with an update on the on-going work of the DEA Forums and to consider and agree the actions outlined in the attached action sheet from the DEA Forum Private Meeting listed in 3.1 below.</p> <p>DEA Coordinators continue to implement actions detailed in their respective local action plans as follows:</p> <p>Level of Civic Participation:</p> <ul style="list-style-type: none"> > Slieve Gullion and Newry DEAs delivered a 5 week programme focusing on the role of women in the community, building good relations, and leadership. 20 women from a range of community backgrounds took part in the programme. > Slieve Gullion DEA in partnership with Surestart organised a Dads’ pizza night for fathers and their children in the Bessbrook area. Participants from a range of community backgrounds came together to take part in arts & crafts, pizza making, and play activities. > Slieve Gullion DEA delivered its public event on Thursday 18 October in Newtownhamilton Community Centre. The event focused on positive ageing and provided a range of information stalls, free arts & craft and wellness workshops, and food demonstrations. Over 100 participants attended the event. > Downpatrick, Rowallane and Slieve Croob DEAs held a successful Senior Shindig in the Slieve Donard Hotel on Thursday 11 October 2018. Over 300 older people attended the event. Attendees enjoyed a day packed with exciting entertainment and engaged with a range of statutory and voluntary agencies present offering vital information and advice to enhance health and well-being outcomes. > Crotlieve DEA delivered its public event on Tuesday 16 October in Warrenpoint Town Hall. Over 150 people attended. Attendees enjoyed an Afternoon Tea with entertainment. A range of statutory and voluntary agencies were present offering information and advice. > Crotlieve DEA assisted with the organisation of a World War One Roll of Honour Event in Rostrevor on Tuesday 30 October 2018. This cross community event had over 100 people in attendance at the local Church of Ireland and featured on BBC Newsline. > Crotlieve DEA met with community representatives in Burren and Rostrevor to discuss the piloting of a Sustainable Christmas Tree Programme. <p>Level of Educational Wellbeing:</p> <ul style="list-style-type: none"> > Slieve Gullion DEA in partnership with the Education Authority delivered a four week programme on respecting differences in Cloughreagh Youth Club. Participants took part in a number of interactive workshops addressing issues of respect for cultural and religious differences. 				

	<p>> Slieve Croob DEA organised a Careers Speed Dating Event in St Malachy's High School, Castlewellan, on Monday 22 October 2018. Over 12 businesses within the district attended the event and students in year 11 interviewed the employers.</p> <p>Level of Health Status:</p> <p>> Slieve Croob DEA organised an Action Cancer Bus in Castlewellan on Saturday 13 October 2018.</p> <p>> Crotlieve DEA organised an Action Cancer Bus in partnership with CDRCN on Thursday 1 November 2018 at Glen.</p>
2.0	Key issues
2.1	None.
3.0	Recommendations
3.1	<p>That the Committee:-</p> <ul style="list-style-type: none"> • Note the report. • Agree to approve the DEA Forum Private Meeting action sheet for: <ul style="list-style-type: none"> > Slieve Gullion DEA Forum Private Meeting held on Tuesday 16 October 2018.
4.0	Resource implications
4.1	Support and assistance from partners to deliver actions in the DEA action plans.
5.0	Equality and good relations implications
5.1	The actions detailed have been developed to meet Council's statutory duty to promote Equality and Good Relations and therefore it is not anticipated that the actions will have an adverse impact on Equality of Opportunity or Good Relations.
6.0	Rural Proofing implications
6.1	The actions detailed have been developed to meet Council's statutory duty to have due regard to rural needs.
7.0	Appendices
7.1	<p>Appendix I: DEA Forum Private Meeting action sheet for:</p> <ul style="list-style-type: none"> > Slieve Gullion DEA Forum Private Meeting held on Tuesday 16 October 2018. <p>Appendix 2:</p> <ul style="list-style-type: none"> > Downpatrick DEA Forum Meeting held on Tuesday 16 October 2018
8.0	Background Documents
8.1	None.

ACTION SHEET- Slieve Gullion District Electoral Area Meeting – 16 October 2018

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/SG/15/2016	WiFi in Community Centres	Council looking at business case	On-going
DEA SG/70/2018	Disability Access	Proposal for disabled parking spaces to be drawn up and sent to local business for feedback. Letters sent to local businesses awaiting feedback closing date 27 October 2018	T. McDonald & L. O'Reilly
DEA SG/71/2018	Public Event	Positive Ageing event in Newtownhamilton held on 18 October. 100 older people attended. Event was a great success.	T. McDonald to work with community association and Age Friendly Coordinator to organise
DEA SG/78/2018	Good Relations Budget	Good Relations programmes to be delivered in Crossmaglen – Women's group, Bessbrook –Youth Clubs, Newtownhamilton – mediation & Halloween. Shared schools programmes 8 and 13 th October. Surestart Syrian families Pizza night.	T. McDonald to organise programmes with relevant groups
DEA SG/79/2018	Peace IV Cultural Event	Forum to identify an area for the event – Meeting scheduled 14 November.	T. McDonald Claire Loughran and Darren Rice
DEA SG/80/2018	Health & Wellbeing Directory	Directory of Services to be distributed to Forum	L. O'Reilly to forward on Directory to T. McDonald
DEA SG/81/2018	Environmental	Pilot Rural Transport Scheme up and running since Friday 5 th October 2018 at which time five people used the service out to Crossmaglen.	T. McDonald

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA SG/82/2018	DEA Private Forum Membership	The need to recruit new members. Biggest stumbling block is that groups need to show networking.	Taucher to speak to Aisling and Damien
DEA SG/83/2018	Safety Issues	Camlough Heritage Society sent letter to Forum looking for Department of Infrastructure to extend the 30MPH speed sign further up the Newry side of the Camlough Road.	Taucher to write to Dept of Infrastructure (Roads)
DEA SG/84/2018	Safety Issues	Egyptian Arch area as you go out the Camlough Road the trees need cut and area needs tidied up. It poses a safety risk. Translink own this area.	Taucher to write to Translink
DEA SG/85/2018	Public Event January 2019	Big Lottery Fund to be invited January 2019	Taucher to organise Funding Fair

ACTION SHEET – DOWNPATRICK District Electoral Area Meeting – 16th October 2018

ITEM	SUBJECT	DECISION	FOR COMPLETION (including Actions taken/date completed or progress to date if not yet completed)
4.0	Action Sheet – SeaGen Blade	Requested that Engagement and Development Manager (EDM) would email Cllr Enright Blade and Cllr Enright will bring this action forward.	EDM to email Cllr Enright and Cllr Enright will take this action forward.
4.0	Action Sheet – Downpatrick Chamber of Commerce	DEA Co-Ordinator asked to request that proposal for Downpatrick Town Centre Manager (TCM) is added to next ERT meeting agenda.	DEA Co-Ordinator to action.
5.0	St Patrick's Festival – Update	Agreed that DEA Co-Ordinator would contact Andy Patterson for update on this pressing matter and also find out how expressions of interest will be advertised.	DEA Co-Ordinator to action.
6.0	Update on Flooding	Cllr Enright and Bailie agreed to pursue flooding issues on Lower English Street.	Cllrs Enright and Bailie to pursue.
12.0	Update from DEA Co-Ordinator	DEA Co-Ordinator to request an invite for official opening of new Downpatrick Leisure Centre (DLC).	DEA Co-Ordinator to request.
Additional Item	Additional Item – Meadowlands Play Park	Agreed to ask DFC for a meeting with Downpatrick DEA regarding proposed Meadowlands Play Park to clarify that this is a matter for Neighbourhood Renewal.	DEA Co-Ordinator to contact DFC

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Feasibility Report – Warrenpoint Community Facility
Reporting Officer (Including Job Title):	Janine Hillen - Assistant Director Community Engagement
Contact Officer (Including Job Title):	Julie McCann - Head of Community Services, Facilities and Events

For decision	x	For noting only	
1.0			Purpose and Background:
1.1			<p>Newry, Mourne and Down District Council were in negotiations with the PSNI to purchase Warrenpoint PSNI Station for the development of a Community Hub.</p> <p>In May 2018, the PSNI advised that the Station was no longer considered surplus and subsequently not for sale.</p> <p>Council agreed (May 18) to broaden the planned feasibility study to include any other available sites and bring back options to Committee for discussion.</p>
2.0			Key issues:
2.1			<p>Following a procurement exercise, Community Places were appointed to carry out a feasibility study; looking at the needs of local community organisations and potential building layouts and locations for a new Community Facility in the Warrenpoint area.</p> <p>8 locations were identified :</p> <ol style="list-style-type: none"> 1. Town Hall 2. Golf Academy 3. Warrenpoint Town FC / Milltown Field 4. Former Bennetts Site 5. Former Osbourne Hotel Site 6. Swimming baths site 7. Ringmacilroy Park 8. Clonallon Park <p>Community Places conducted a number of one to one meetings with key Community Organisations in Warrenpoint as well as conducting a Public Meeting.</p> <p>A draft proposal was presented to Crotlieve DEA on 12th September 2018.</p>
3.0			Recommendations:
3.1			<p><i>That the Committee provide approval to :</i></p> <ul style="list-style-type: none"> • Accept the recommendations within the feasibility report for Warrenpoint Community Facility, including preferred location (Clonallon Park). • Proceed with a green book appraisal, assessing the two design options for Clonallon Park, contained within the report.

4.0	Resource implications
4.1	Officer time and approx. £8k to complete the Green Book Appraisal which has not yet been included in rates estimates.
5.0	Equality and good relations implications:
5.1	This should have a positive impact on Good Relations between Council and the local community.
6.0	Rural Proofing implications
	No issues were identified within the Review that would indicate a negative impact.
6.0	Appendices
	Attached - Feasibility Report – Warrenpoint Community Facility



Warrenpoint Community Facility

Feasibility Report

Prepared for Newry, Mourne and Down District Council
by Community Places

November 2018

Warrenpoint Community Facility Feasibility Report

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Appendices

1. Play Strategy (2017-2022) extract
2. Sport Facility Strategy (2017) extract
3. Local Development Plan Preferred Options Paper (POP) extract
4. Extracts from Council Minutes
5. Press Reports on PSNI site
6. Consultees
7. Warrenpoint Community Centre Group Survey
8. Recommended location and site analysis
9. Draft Building Plans
10. Recommended Building Plans
11. Design Notes on Recommended Building Plans
12. Budget Estimate Costings for Recommended Building Plans

1. Introduction

Newry, Mourne and Down District Council appointed Community Places to "carry out a feasibility study looking at the needs of local community organisations and potential building layouts and locations for a new Community Facility in the Warrenpoint area" (Terms of Reference Specification). The specification for the appointment referred to a previous proposal for a community "hub" in 2015.

This report of the Feasibility Study by Community Places presents:

- The findings of consultations with community groups and at a public meeting.
- Details of the type of community facility needed and the range of activities it should provide for.
- A series of options for a location for a new facility.
- An assessment of these options.
- Design options for a new facility
- A recommended option together with outline plans, design detail notes and a budget estimate for a new facility.

2. Executive Summary

This Feasibility Study Report establishes the need for a community facility for Warrenpoint and recommends a suitable location, outline plans and a budget estimate.

Consultations were undertaken with community, sports and public bodies on both the need for a facility and a suitable location. A public meeting also discussed the need for a facility, the type of activities it should accommodate and possible locations. This meeting also considered initial draft building plans and designs for a new facility and the criteria for assessing possible locations.

A long list of eight location options was shot-listed to five options which were then assessed in full. This process is described in detail in the main report at sections 6 and 7. The assessment of options and the consultation process identified a clear preference for Clonallon Park.

The **recommended** location is **Clonallon Park**.

Initial draft building plans for the facility were amended to reflect the needs and views expressed by consultees at the public meeting. The initial draft plans option and the amended final option plans are presented in Appendix 9.

The final option building plans are the **recommended plans** for a new community facility.

It will be important that in taking forward the recommended building plans the Council pays particular attention to the Design Notes (Appendix 10). These are crucial to the success of the facility as a multi-use, multi-activity centre and are **recommended** to Council.

A budget estimate for the recommended new community facility is presented (at Appendix 11). Based on this it is **recommended** that Council agree a budget of £1,397,600 (excluding VAT and any legal fees).

3. Background and Context

In 2015 Council received a report recommending development of a "community hub" on the site of the former PSNI station in Warrenpoint. This hub was to have been funded by a number of public bodies and house a wide range of services and facilities. The estimated cost was in excess of £6 million.

In 2017 the PSNI decided that it could no longer make the site available (see Appendix 5).

Following consideration of this decision the Council (see Appendix 4) commissioned this feasibility study to both identify community needs and propose a new location for a facility. In the course of undertaking this study it became clear that partnership financing of the hub proposal had not been concluded at the time the site became unavailable and that a formal partnership arrangement was not in place. The public services bodies who had been associated with the proposal confirmed that they are not now in a position to contribute to financing the development of a new facility. They do however support the development of a community facility with some of them envisaging availing of it in the future (see section on consultation findings).

4. Consultation Findings

The specification for the Feasibility Study required consultations with up to five community organisations and a consultation event for smaller groups and councillors. Additional consultations were held including with providers of public services who had been associated with the hub proposal. A presentation of emerging findings and preferred option was also made to a Private Members meeting of Crotlieve DEA Forum.

This section of the report presents the consultation findings under three headings:

1. The views and inputs of community organisations and sporting groups.
2. The views and suggestions of those who attended a public community meeting.
3. Public services providers.

A full list of all those consulted and contacted is presented at Appendix 6.

Community and Sports Organisations

The Warrenpoint Community Centre Group was formed to secure a facility for the town. It is composed of people active in the community in a number of voluntary capacities. The Group is disappointed that the PSNI site is not available. It welcomes the opportunity to now be more directly engaged in developing proposals for a new facility. In late 2016 when the PSNI site was still available the Group undertook a survey (online and face-to-face) to gauge public opinions on both location for a facility and the activities it should provide for. The results (Appendix 7) show that 99% of the over 470 respondents were in favour of a community facility.

The respondents were also asked to list up to five activities they would like to avail of or use in the facility. The top ten activities are shown in Appendix 7. The Group emphasised that the facility must provide for: children and parents; young people; and older residents in particular and have a range of rooms and spaces which are suitable for different types of activities. They suggested:

- a large hall which can be used for concerts and performances and for informal leisure and recreational activities;
- an informal drop-in social area and a kitchen;
- a room suitable for arts and music rehearsals and courses;
- a room suitable for parent and toddler and after-school groups;

- rooms suitable for small/medium size groups, project and programme activities (including creative, health, learning and leisure);
- Wi-Fi throughout the building;
- a room for one-to-one advice.

A representative of Old Warrenpoint Forum expanded on the importance of the role and value of music and other artistic forms for young people in particular. To provide for this the representative said it is essential that the main hall is designed for music and other performances. This would entail lighting, wiring for sound systems, a stage and backstage area and provision for acoustics. Similarly, a music/arts room should be designed and equipped for classes and rehearsals.

The importance of providing for young people who are not attracted to formal, regulated sports clubs was referred to by young members and a volunteer leader of the Youth Group which meets in the Church of Ireland one night per week. Based on their experience and knowledge of the needs of young people they cited the need for a large hall for informal sports and leisure (dodge ball etc) which can be sub-divided and for smaller rooms which can offer a variety of activities at the same time. The Youth Group members said Clonallon Park would be a suitable location and that it is used by the Group already.

All of the location options under consideration were discussed with the Warrenpoint Community Centre Group. Like others they stressed the desirability of the location being close to the centre of the town and on a site which can be developed without undue delay. With all this in mind they favoured Clonallon Park. They also said that locating the facility in the Park would complement other facilities already there and improve public perceptions and use of the Park.

A representative of the Friendship Group (which seeks to provide social and activities for older residents) emphasised that a community centre is much needed and must be a constructive place for young people in particular. The representative said the Group wants to expand the range of activities and opportunities it provides and needs use of a facility with more and bigger rooms and spaces. The representative said that Clonallon Park would be an ideal location.

Newry CAB said there is hidden disadvantage in Warrenpoint and it would welcome the development of a neutral, shared community facility and would use it for provision of its outreach advice services.

Consultations were also undertaken with key sporting organisations. These are the two largest local sporting bodies – St Peter's GAC and Warrenpoint Town FC. The GAC is a lead partner in a school-community partnership with St Mark's High School. Other partners are the tennis club, athletics club and Choi Kwang Do.

This sports hub is identified in the Council's Strategy as an example to be replicated. The GAC identified the need for a general, multi-use community facility which would provide for youth club type activities, leisure sports type activities and a range of community events and occasions. The GAC's view is that because of the sports hub with St Mark's School there is no need for a full regulation size sports hall. This is in line with the consultation findings in the Council's agreed Sports Facility Strategy.

The GAC representatives stated that Clonallon Park is a good location for a new facility which would complement the play and outdoor bowling facilities. They did not consider other location options as feasible for a variety of reasons including distance from the town.

Warrenpoint Town FC's sports facilities are located at Upper Dromore Road (Milltown Playing Fields). They are on land leased from the Council and sit alongside tennis courts and a Gaelic pitch (used by St Peter's GAC as a second pitch). In addition to the Club's main pitch there is a 3G pitch. The Club is in discussions with the Men's Shed and Cabbage Patchers' projects on the possibility of both projects being located on the site. The site includes Club Rooms and there is a shared car park. The Club's representative explained that the Club has plans to extend the club rooms and convert the pitch to 3G. He made the case for redeveloping the grandstand to include a multi-use community facility. This would involve changes to the lease and the re-arrangement of existing club premises. The Club representative expressed the view that any additional land needed could be secured through negotiations with the neighbouring private owner and that the location is very suitable for a new community facility. Acknowledging the distance from the town the representative said that not all young people live in the town, some already use the site and that the Club met with Roads Service to press for the extension of road overhead lights which currently do not extend all the way from the town boundary to the site. The representative said that Clonallon Park would not be a location which all would welcome.

Representatives of St Mark's High School explained the sports hub partnership it has with St Peter's GAC. This provides for young people who are interested in formal sports club participation. However, the school representatives said there are young people who are not interested in formal sports participation and they need a facility which provides for their interests. Like the CAB they said there is social disadvantage in the area and a facility accessible to all is needed. Activities mentioned included: personal development and adult education; ICT classes; a parent and toddler group; and youth club activities (including informal leisure and sport). They emphasised that there would need to be animation to engage young people and that the school would support and promote a new facility. They viewed Clonallon Park as a good location and said it would enable the facility to engage young people and transform the Park.

Public Meeting

A public consultation meeting was held in the Town Hall on the evening of 12 September 2018. Just over 50 people attended (see Appendix 6). A presentation to the meeting by Community Places included:

- the results of the Warrenpoint Community Centre Group Survey;
- a summary of the type of centre needed (based on consultations up until then);
- the possible locations (eight in all) under consideration;
- the issues which could be used to select the most suitable location;
- the emerging preferred option; and
- Draft Plans for discussion (showing possible number and size of rooms/spaces and facilities: see Appendix 8).

Discussion of all the aspects and elements of developing a facility was lively and engaging. As the meeting progressed a broad consensus on key issues emerged:

- Clonallon Park was considered the most suitable location (demonstrated by a show of hands called for by a participant in the meeting).
- The draft plans should be amended to provide a larger multi-use hall and two more smaller rooms.
- The suggested site beside the car park was welcomed.

Comments on the other location options which were not viewed as suitable focused on: distance from the town; safe accessibility on foot; availability, certainty and readiness for development; and cost to purchase.

There were also many comments to the effect that the project must be developed and delivered this time round and without any further delay.

One participant at the meeting said that in his view there was land available at St Mark's School. Community Places agreed to contact the school. Subsequently the school representative confirmed that no land is available for a community facility. The representative also pointed out that planning permission for a new 3G pitch has been secured and there has been local newspaper coverage of the school/St Peter's GAC proposals for a sports hub.

Public Service Providers

A PSNI representative expressed continuing support for the development of a community facility. He emphasised the needs of young people who believe there are no suitable facilities for them and said a new facility should proactively engage with such young people. Some of these young people associate with Clonallon Park and thus locating a new facility there would increase the opportunities to engage with them.

A Youth Service representative said a facility for young people is greatly needed. The representative explained that the Service would not be in a position to contribute financially to building costs but would want to hire the new facility to provide programmes and activities for youth.

The GP Practice at Summer Hill said it had withdrawn from the "hub" proposal some time ago and prior to the withdrawal of the PSNI site. This was in part due to the lengthy process of securing partnership arrangements. The Practice representative felt that Clonallon Park would provide a good location.

The Library Service was involved in the "hub" project development (on the PSNI site). The proposal was that the library would be relocated to the "hub". Its representative explained that the Service would not be in a position to contribute capital monies needed for a community facility and that recurrent funding (to rent space) is also scarce.

5. Need for a Community Facility

Throughout all of the consultation processes consultees gave their views on the type of community facility needed and the range of activities it should cater for. In addition, the Warrenpoint Community Centre Group survey asked respondents to indicate the type of activities a facility should provide. An indicative list of rooms/spaces and possible uses together with draft plans was discussed in detail at the public meeting. This was subsequently amended and updated by Community Places and is presented in the table below:

Room/Space/Facility	Types of Uses and Activities
Multi-Use Main Hall With hall divider, portable staging, green room/backstage area, partial acoustics and good storage.	<ul style="list-style-type: none"> - Community events; informal sports and leisure activities; concerts and performances; meetings - To seat up to 250 concert style
Two General Activity Rooms	<ul style="list-style-type: none"> - Young and older people's social activities; education and learning; meetings and training. Generous storage for multiple uses
Arts/Music/Dance Room With sound proofing and dance floor	<ul style="list-style-type: none"> - Classes and courses; music and performance rehearsals. - Could also be used for other activities
Children and Parents room With sink area and adjacent to outdoor play surface. Good storage	<ul style="list-style-type: none"> - Primarily but not exclusively for parent and toddler use and after school club. - Good storage to allow other uses
3 smaller rooms	<ul style="list-style-type: none"> - Small meetings; advice; hot-desking; office rental etc
'Drop-in' socialising area near entrance and kitchen	<ul style="list-style-type: none"> - Informal socialising
Admin office; Kitchen; Cleaning store; Plant room; and Toilets. Solar panels. Wi-fi throughout building	

6. Possible Location Options and Shortlisting

This section of the report provides details of each of the location options considered.

It was suggested at the public meeting that there is land available at St Mark's School which could be used for a new facility. St Mark's School has however confirmed that no land is available. This has thus not been considered as a possible option.

The location options considered are:

1. Town Hall
2. Golf Academy
3. Warrenpoint Town FC/Milltown Fields
4. Former Bennett's site
5. Former Osborne Hotel Site
6. Swimming Baths Site
7. Ringmacilroy Park
8. Clonallon Park

Each is described below.

6.1 Town Hall

The Town Hall is ideally located in the centre of the town. It is well used and during periods of the year it is fully booked for rehearsals and performances, festivals etc. This was confirmed by Council officers responsible for management and administration of the facility.

During consultations groups and public services commented on how well used the Hall is, the consequent difficulties in booking rooms for ongoing activities (bookings for one off occasions are only possible during some parts of the year). Hire costs were also mentioned as an inhibitor.

Thus, due to the extensive use of the Town Hall, it is ruled out as an option and (like St Mark's) not short-listed for full assessment.

6.2 Golf Academy

The Golf Academy is located on the Mount Road and is 1.1 mile from the town square. The Mount Road is a narrow, unlit road off the Newry Road roundabout. During consultations it was considered as too far from the town and inaccessible and unsafe to walk to. There is very limited space for car parking and a new access road and dedicated car parking would have to be provided to support a community facility. However, the land is in Council ownership and it is thus short-listed for assessment.

6.3 Warrenpoint Town FC/Milltown Field

The site on Upper Dromore Road includes tennis courts, a soccer pitch, 3G pitch, Gaelic pitch, club rooms and car parking. Warrenpoint Town FC leases land from the Council which includes unused land. The FC has plans to convert the main pitch to 3G and extend the club rooms. It is in discussions with the Cabbage Patchers' Project and the Men's Shed about these projects utilising the unused land. The location is 1.2 m from the town square. The land is owned by the Council and if it was to be used for a new facility the lease with Warrenpoint FC would have to be renegotiated. It is short-listed for assessment.

6.4 Former Bennett's Site

This site was sold in 2016 and is in private ownership following closure of the former wine bar. It is well located. The asking price was £450k and it is not now on the market. It is thus not short-listed for full assessment.

6.5 Former Osborne Hotel Site

This site is listed in a Council LDP Research Paper as an "opportunity site". It has planning permission for apartments and townhouses which has lapsed and is well located. It is not on the market for sale. Nevertheless, because of its identification in the LDP paper it is short-listed for full assessment.

6.6 Swimming Baths Site

Planning permission for the redevelopment of the Baths (including refurbishment and extension of existing facilities) was granted in January 2017. More recently the Council prepared a development brief inviting investment and development proposals. In light of this the option is not short-listed.

6.7 Ringmacilroy Park

This is now the agreed strategic fixed play park for Warrenpoint (see Council's Play Strategy). The Park contains a range of play facilities and ranks as the 8th highest (out of 10) in Crotlieve DEA. In order to build a new facility on the Park land an access/egress road and car parking on-site would be required. However, the land is Council owned and a restrictive covenant was removed so that it could now be used for activities other than play. It is thus short-listed.

6.8 Clonallon Park

This large, green, tree-lined Park currently has: fixed play equipment, a soccer pitch, a (recently refurbished) bowling club facility, a basketball area (used for kickabout) mature trees and walkways, open green spaces and a car park. It is Council owned and is short-listed.

7. Assessment of Short-Listed Location Options

This section sets out the assessment criteria and scores each option against them.

Assessment Criteria for Possible Locations

1. Fit with Council policies for community facilities;
2. Complementary added benefit to other nearby community amenities and/or facilities;
3. Support expressed through consultation and public meetings;
4. Achievable within reasonable timescale;
5. Accessibility, distance from town and availability of parking.

Each of these criteria is outlined below.

7.1 Fit with Council Policies for Community Facilities

The Council has agreed a Play Strategy 2017-2022. This agreed Strategy assesses all play provision in the Council area. Within Warrenpoint two play areas are assessed and scored. The Ringmacilroy play area scores high (105) and is agreed as the strategic play area for Warrenpoint. The Clonallon Park play area score is 79 and the agreed action for the play area is that subject to consultation it should be considered for removal. The Strategy states that any further investment in fixed play equipment should be focused on further enhancement of Ringmacilroy (see Appendix 2). The Strategy also states that community centres should increase access for older young people for 'recreational activity/hanging out'.

The Council's agreed Sports Facility Strategy (January 2017) proposes the provision of a sports hub in each DEA. The Strategy designates the St Mark's High School/St Peter's GAA partnership as the multi-sports hub for Warrenpoint. The agreed Strategy also concludes that this type of partnership agreement between schools and communities should be secured to address the unmet demand for sports halls to 2037 (see Appendix 3).

The Strategy makes no reference to the Golf Academy outside Warrenpoint (on Mount Road). It supports the retention and improvement of sports facilities at the Milltown Fields.

The Council has agreed a brief for the development of the Warrenpoint Baths and is seeking partners to deliver improvements and renovations of the Baths.

The Council is developing its Local Development Plan (LDP). Its Preferred Options Paper (POP) (see Appendix 4) proposes the evaluation of existing open space and its protection. This accords with the overriding regional Strategic Planning Policy Statement and Planning Policy Statement 8 which both protect open space and allow an exception where a project proposal would bring substantial community benefits.

7.2 Complementary Added Benefit to Other Nearby Community Amenities and/or Facilities

The development of a new community facility at the right location has the potential to complement and add value to other nearby facilities. However, if the siting of the facility resulted in the loss or removal of other facilities or amenities then this would have a negative impact.

7.3 Support Expressed through Consultation and Public Meetings

Consultation meetings and the public meeting discussed possible options for location and people were invited to suggest other possible locations. In these meetings and discussions people mentioned locational issues such as: walking distance from the Warrenpoint Town; availability of car parking; accessibility; the potential for achieving "knock-on" added benefit effects; and the ready availability of a site. More than anything else people stressed the need to identify a location at which a facility could be developed without further delay.

7.4 Achievable Within Reasonable Timescale

As mentioned at 7.3 above there was a strong and clear message from the consultation meetings and public meeting that a facility be developed without delay. This is a definitive priority from the consultation. A location which is readily available (with certainty) for development is envisaged by this criterion. This includes consideration of the cost and timescale for acquiring and thereafter developing a suitable site.

7.5 Accessibility, Distance from Town and Availability of Parking

The consultation findings show the need for a facility which provides for all within the community and is accessible to all. This criterion thus focuses on issues such as walking distance from the town for those who want or need to walk, safe routes to and from the location and parking availability for those who travel by car or other type of vehicle. It is assumed that the building itself will be fully accessible.

Assessment and Scoring of Short-Listed Location Options (scoring out of a maximum of 50 in total)		Complementary Policy Fit	Added Benefit	Community Support	Achievable and Timely Fashion	Access	Total Score
Short-Listed Option	Comments						
Golf Academy Mount Road	<ul style="list-style-type: none"> There is no applicable policy 	-					
	<ul style="list-style-type: none"> Locating the facility here may add to the Academy which is underused 		4				
	<ul style="list-style-type: none"> This location received no supportive comments during consultation 			0			
	<ul style="list-style-type: none"> Owned by Council. Would need new access roadway and parking and realignment of Academy course. 				8		
	<ul style="list-style-type: none"> 1.1 m from Town Square. Mount Road narrow and unlit with no footpath. 					4	16
Warrenpoint FC/Miltown Fields	<ul style="list-style-type: none"> Council policy is for sports facilities at this location 	6					
	<ul style="list-style-type: none"> New facility would add to overall provision 		8				
	<ul style="list-style-type: none"> Only supported by FC during consultations 			4			
	<ul style="list-style-type: none"> Lease would need to be renegotiated and additional land might be needed 				7		
	<ul style="list-style-type: none"> 1.2 m from Town Square and part of roadway from town is unlit 					4	29

Short-Listed Option	Comments	Complementary Policy Fit	Added Benefit	Community Support	Achievable and Timely Fashion	Access	Total Score
Former Osborne Hotel	<ul style="list-style-type: none"> Identified as Opportunity Site in LDP papers 	4					
	<ul style="list-style-type: none"> New facility would complement Council Victorian park 		6				
	<ul style="list-style-type: none"> No consultation support expressed 			0			
	<ul style="list-style-type: none"> Not on the Market 				0		
Ringmacilloy Park	<ul style="list-style-type: none"> Central location. Parking provision may be an issue 					9	19
	<ul style="list-style-type: none"> Council agreed policy is to retain as the strategic fixed play park for town 	0					
	<ul style="list-style-type: none"> Removal of play equipment would be needed to provide a site for new community facility – a negative impact 		0				
	<ul style="list-style-type: none"> During consultations a councillor expressed support for this location – others did not. 			3			
	<ul style="list-style-type: none"> Owned by Council. Would require new access/egress roadway and new on-site parking. 					8	
	<ul style="list-style-type: none"> Centrally located 						10

Short-Listed Option	Comments	Complementary Policy Fit	Added Benefit	Community Support	Achievable and Timely Fashion	Access	Total Score
Clonallon Park	<ul style="list-style-type: none"> Council policy is to retain the Park and it financed improvements to bowling facility 	7					
	<ul style="list-style-type: none"> A new facility would complement and add to existing facilities without negative impacts 		9				
	<ul style="list-style-type: none"> Consultation support across all consultee sectors. 			9			
	<ul style="list-style-type: none"> Council owned, access and car parking on site 				10		
	<ul style="list-style-type: none"> Park accessible on foot via four entrances and reasonable distance from town centre 					8	43

8. Recommendations

The scoring of the short-listed options results is (out of a total of 50):

Golf Academy Mount Road	16
Warrenpoint FC/Milltown Fields	29
Former Osborne Hotel	19
Ringmacilroy Park	21
Clonallon Park	43

Clonallon Park scores highest and is recommended because:

- The Park received a high degree of support across all sectors consulted.
- The Park provides an ideal site for construction of a facility.
- A new facility here would both complement and add benefit to the Park in total and to its other facilities;
- The location is reasonably accessible on foot and by vehicle;
- The on-site existing car park can be used;
- The location offers opportunities to engage young people who gather in the park in positive activities – and thus to improve public perceptions of the Park;
- The location provides for future development should other partners wish to co-locate in the future;
- The facility can be sited without negative impacts on the Park environment and amenities;
- The Park land is owned by Council and can thus be developed without undue delay or dependence on other bodies.

A map of this recommended location together with a site analysis is presented in Appendix 8.

Details of the recommended site within Clonallon Park were given and discussed at the public meeting. The site is adjacent to the existing car park and was chosen to minimise impacts on the Park. These impacts are the removal of one tree and alterations to the line of one pathway.

Initial Draft Building Plans (Appendix 9) prepared by an architect were presented and discussed at the public meeting. The feedback from these discussions (see page 10 above) was taken on board and revised building plans prepared. These are the **recommended building plans** for a new community facility and are presented in Appendix 10.

It will be important that in taking forward the recommended plans the Council pays particular attention to the Design Notes (Appendix 11). These are crucial to the success of the facility as a multi-use, multi-activity centre and are **recommended** to Council.

Budget estimate costings for the recommended new community facility were identified by the architect and are presented at Appendix 12. It is **recommended** that Council agree a budget of £1,397,600 (excluding VAT and any legal fees).

Appendix 1 - Play Strategy (2017-2022) Extract

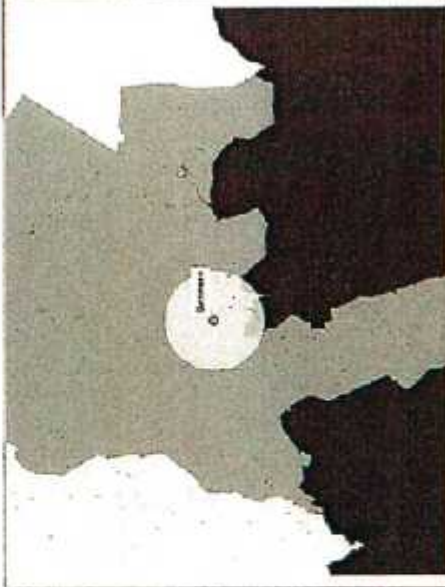





NEWRY, MOURNE AND DOWN
DISTRICT COUNCIL



PLAY STRATEGY

2017 - 2022

	<p>Barmeen</p>	<p>103</p>	<p>With a play value assessment of 103, it is not anticipated that the Barmeen play area will require upgrading during the lifetime of the strategy.</p> <p>The play area should be subject to continued play value and maintenance assessment to ensure no degradation of play value score and that ongoing remedial action is taken as required.</p>	<p>Revenue Maintenance</p>	<p>Ongoing</p>
	<p>Ringmacilloy</p>	<p>105</p>	<p>With a play value assessment of 105, it is not anticipated that Ringmacilloy play area will require upgrading during the lifetime of the strategy.</p> <p>The play area should be subject to continued play value and maintenance assessment to ensure no degradation of play value score and that ongoing remedial action is taken as required.</p>	<p>Revenue Maintenance</p>	<p>Ongoing</p>

Proposed Action: Potential Removal/ Transformation of site based on Community Consultation					
Site Name	Play Value Rating	Proposed Action	Potential Cost	Year	
 <p>Granite View</p>	68	<p>Located in a rural location with low population density, initial analysis indicates that there may be insufficient demand for the play area to support upgrade/renewal. It is recommended that local consultation be undertaken to determine level of need prior to decision regarding enhancement or removal/ transformation of the site.</p>	-	tbc	
 <p>Clonallen Park</p>	79	<p>Clonallen Park fixed play area is located in close proximity to Ringmacoiry FPA. Given its low play value it is recommended that it should be considered for removal on the basis of duplication. Any further investment in fixed play equipment should be focused on further enhancement of Ringmacoiry.</p> <p>It is recommended that local consultation be undertaken to determine level of need prior to decision regarding enhancement or removal/ transformation of the site.</p>	-	tbc	

Proposed Action: High Play Value - Maintain and Monitor				
Site Name	Play Value Rating	Proposed Action	Potential Cost	Year
Warrenpoint Park	106	No immediate action required. Maintain and monitor to protect against reduction of play value.	Revenue Maintenance	Ongoing
Kilbroney Play Area	123	No immediate action required. Maintain and monitor to protect against reduction of play value.	Revenue Maintenance	Ongoing

7.1 During the strategy development process older children and teenagers across the district affirmed the importance of play and recreation to their lives highlighting its importance in relation to:

- Enabling them to hang out in their community and providing opportunities for them to socialise with their peers thereby sustaining and developing social connections
- Remaining active through engage in both formal and informal recreational activity (ranging from attending clubs and formal sports activity through to simply kicking a ball about on a green space area, walking etc.)
- Fun and relaxation.

Despite the importance of recreation, young people expressed the view that all too often they feel that their needs are ignored and their views are not sought about how council and other providers could best meet their needs. There was a clear sense that not only do young people want to have a say in the decision-making process but that they are willing to support providers in identifying and meeting need.

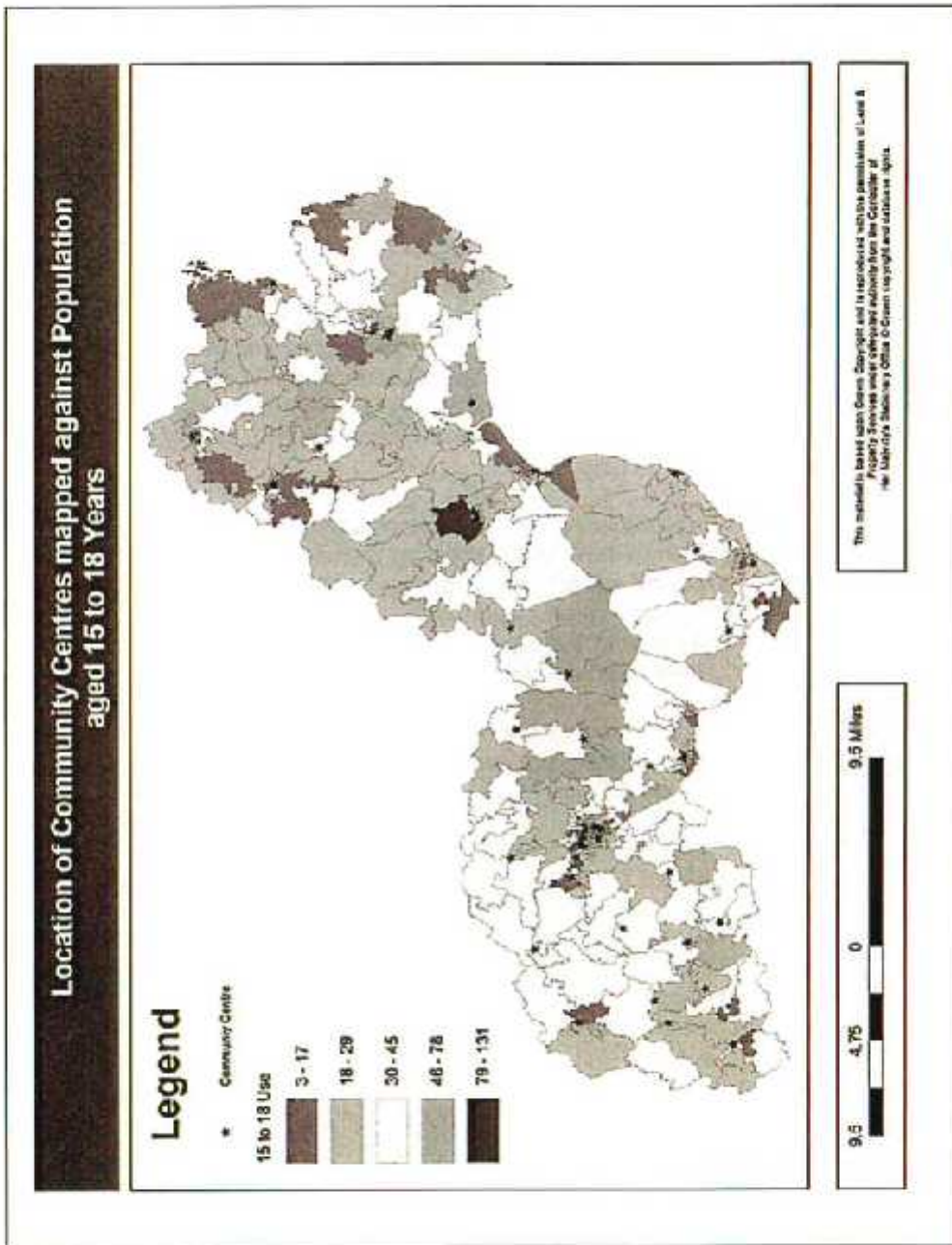
During the engagement process, older children highlighted consistently that the main challenge they face in meeting their play and recreation needs is a lack of a dedicated space with shelter and seating that enables them to hang out with their peers. Responses to the online survey and engagement at focus group level from the older age groups almost exclusively highlighted the need for shelters with seating to enable teens to hang out with their peers.

During the engagement phase the development of a skateboard area was also highlighted as being particularly relevant to the recreation needs of older children within the district.

Within rural areas it was noted that community centres and other community venues which had the potential to provide an indoor space for older children and young people to come together for recreation are all too often closed when they are most needed. Exploration highlighted a number of issues which would need to be addressed within this area including the need to have available staffing to open and close centres and the limitations of existing insurance cover which restricts use of community venues.

7.2 Recommendations for Older Children and Young People
Arising from the process to date a number of key recommendations arise, namely:

- Council to review the provision of teen shelters against need and incorporate teen shelters into future design of play spaces/community places where a need has been identified within the community.



-
- Council to review the potential for increasing access to community centres at times when older young people most need them to provide shelter and space for recreational activity/hanging out.
 - Council to initiate a review of need for formalized skateboard provision within the district.
 - Council to establish an ongoing mechanism for gauging the needs of the older age group, ensuring that they have an opportunity to identify their needs and engage within the decision-making process.

Meeting the recreation needs of older children and young people can only partially be addressed within the realms of the play strategy. The issue also has a relevance not only within the emerging council Sports Facilities Strategy but will require focused partnership engagement across all sectors in order to establish a single, coherent and strategic approach to meeting the needs of the group.

Such an approach requires input from a range of agencies including the PSNI (for example with regards to the moving on of teenagers hanging around within communities); Youth Service (with regards to ongoing youthwork initiatives/opportunities within the area); the community and voluntary sector (in relation to existing services, opportunities and accessible locations); Education sector with regards to the scope for making better use of school grounds etc. It is suggested that the Play Partnership has the potential to drive further discussion with regards to how best to meet the recreation needs of the age group.

Potential Play Area Removal/Site Transformation (based on household numbers – lowest first)
Prior to any future upgrade consultation should be undertaken with the local community to assess level of need and, if play provision is no longer required the potential removal of play site based on underlying need.

DEA Area	Location	Play Value Rating	Approx. Households within Catchment	Year
Crotlieve	Cionallen Park	79	n/a*	1
Slieve Gullion	Drumilly	79	14	1
Slieve Gullion	Lisnalee	87	18	2
Mourne	Ballymaderphy	86	25	2
Slieve Gullion	Carrbane Gardens	71	34	2
Slieve Gullion	Latt Crescent	92	34	3
Mourne	Pious Hill	82	34	3
Slieve Gullion	Tullydonnell	91	43	3
Slieve Croob	Drumroad	88	62	4
Slieve Croob	Station Avenue	62	71	4

*Removal recommendation based on duplication of catchment area

Appendix 2 – Sport Facility Strategy (2017) Extract

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

Straitéis na nÁiseanna Spóirt Sports Facility Strategy

Ag Treasúil an Iúir,
an Iúir, Mhúin agus an Dúin
Serving Down
and South Armagh



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

RECOMMENDATIONS**Recommendation 1**

A feasibility study is undertaken to consider the options for the Newcastle Centre and sports facilities in Newcastle in the future.

Recommendation 2

Consider providing additional and improving 'Poor' and 'Standard' quality rated playing pitches for soccer and gaelic sports to meet a 'Good' standard of provision which allows for pitches to have the capacity to provide for three games a week.

Recommendation 3

The Council to provide refurbished or new pavilion changing rooms where the Strategy has identified the need at outdoor sports facilities.

Recommendation 4

The Council to provide capacity building, funding application and business and sports development planning advice to sports clubs and sports and community organisations.

Recommendation 5

The Council to consider the opportunity to designate a multi-sport hub within each of the DEAs. Sports hubs must meet certain criteria identified within this Strategy. Where possible designation of a multi-sports hub should also involve the provision of support services for high performance training, operating as a satellite from the Sport Institute Northern Ireland (SINI). (There are a number of management proposals to look at and a need to talk to clubs, every hub would be different as each DEA is different).

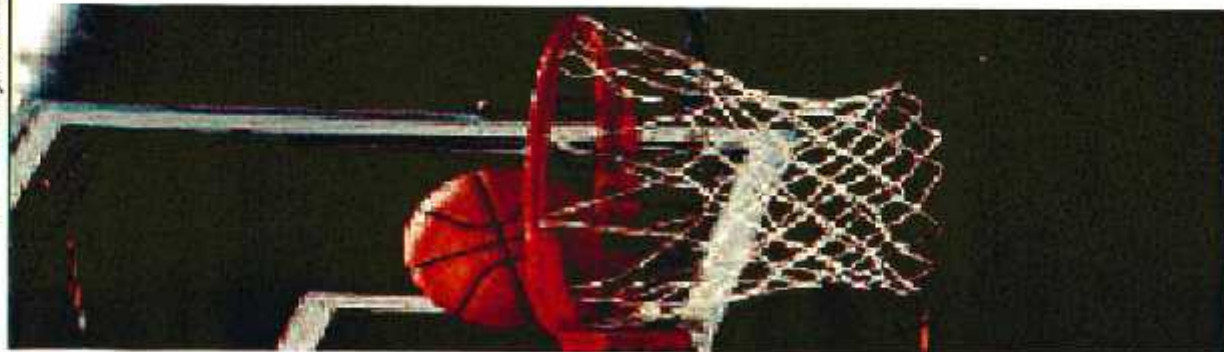
DEA	Site Location	Priority Scoring	Current Status
Croilieve	St Mark's/St Peter's GAA	1	Planning permission has been approved and partnership agreed.
Croilieve	Kilbroney Sports Association	1	Business Plan and partnerships in place.
Downpatrick	Down High School (New School)	1	Initial discussions to be held with school and possible partner sports and clubs.
Mournes	Kilkeel High School/Leisure Centre	1	Initial stage of identifying partnerships and stakeholders.
Mournes	Donard Park, Newcastle	1	Initial stage of identifying partnerships and funding. Restricted in number of sports.
Mournes	St Louis Grammar School	1	Initial stage of identifying partnerships and stakeholders.
Mournes	Newcastle Football Club	1	Partnerships in place. Initial stages of identifying funding.
Newry	Newry High School	2	Initial stage of identifying partnerships and funding. Restricted in number of sports.
Newry	St Joseph's High School	2	Initial stage of identifying partnerships and funding. Restricted in number of sports.
Newry	Newry Leisure Centre	1	Initial stage of identifying partnerships and stakeholders.
Rowallane	Assumption Grammar School	1	Existing community use and all stakeholders to be established.
Rowallane	Active Saintfield	1	Initial stage of identifying partnerships and funding.
Sleave Croob	Ballynahinch Rugby Club	1	Initial stage of identifying partnerships and stakeholders.
Sleave Gullion	Camlough Lake	1	Water Sports Hub – initial stage of identifying partnerships.

Recommendation 6

The Council undertakes a review of its community centres to assess the options for the long-term of sports and physical activity provision at these facilities, as well as the locations for future provision given the population growth expected.

Recommendation 7

The Council works with external partners to develop outdoor provision comprising walking and cycling routes/trails linking sports facilities and transport.



CONSULTATION FEEDBACK

4.20 Consultation was undertaken with local clubs, schools, GBS and Newry, Mourne and Down District Council to inform this Strategy. Stakeholder consultees are listed in Appendix 1.

Specific issues raised in relation to sports hall provision in Newry, Mourne and Down:

- Lack of community access to secondary school sports facilities.

- The need for a purpose-built trampolining facility and dedicated gymnastics facility in Newry.

- Need for accessible basketball and netball indoor facilities in Newry.

- Down GAA – Would require a sports hall as part of a centre of excellence in Newry, Mourne and Down.

- Sports Hall required at Derryleckagh Playing Fields.

- St Peter's GAA and St Mark's High School, Warrenpoint are working in partnership to create a sports hub and have the school sports hall open to the community.

- There are opportunities to ensure full community use of the new Down High School Sports Hall in the future.

- Newcastle – Consultation identified the need for a four court sports hall, fitness suite, health and wellbeing offices, swimming pool (likely tourist friendly), outside floodlit synthetic pitch and bowling green – preferred site Girls' School, Shan Silieve Drive.

- St Colman's High School, Ballynahinch has identified a very real need for a sports hall to complement the training and playing requirements in the Ballynahinch area. St Colman's has undertaken, with the Council for Catholic Maintained Schools (CCMS) and the Department of Education, architectural plans and a preliminary feasibility study. The school does have a designated area adjacent to the existing 2G floodlit pitch that could accommodate such a facility.

- Castlewellan Wheelchair Rugby Club require an indoor home venue and will be speaking to the Castlewellan Partnership re: the use of the Partnership's new sports hall.

4.21 The eight court sports hall at the new Newry Sports Centre will accommodate accessible basketball and netball and provide a pit for dedicated gymnastics and trampolining.

4.22 Additional consultation was undertaken with Newry, Mourne and Down Councillors. This highlighted the following:

- The need for a change of thought from the education authority about community use of sports halls within schools.
- With a dispersed population there is an issue with access from rural areas depending on where the sports halls are located.
- There is a lack of willingness to invest in partnerships on school sites unless facilities are to be owned by that partner.

Appendix 3 – Local Development Plan Preferred Options Paper (POP) Extract

NEWRY, MOURNE AND DOWN POP Extract

Chapter 6 -Social: Accommodating People: Improving Health and Wellbeing (p.71)

Two of the social objectives are *'to protect and enhance the provision of open space across the district to support health and wellbeing'* and *'to provide for quality public spaces and shared spaces that are accessible to all'*

Key Issue 10: Open Space Provision (p.91)

6.64 The district has a wide ranging provision of open space. This includes the Mourne Mountains, the Ring of Gullion and approximately 160km of coastline along Strangford Lough, Carlingford Lough and the Irish Sea. In addition the district benefits from several country estates, forest parks, walking trails, greenways, beaches and activity centres all of which provide a range of outdoor recreational opportunities and attract large numbers of visitors every day.

6.65 There are a range of parks, sports facilities and children's play areas throughout the district and it is well served by a wide range of private recreational clubs including, soccer, rugby, cricket, gaelic games and golf. There is also a widespread provision of school playing fields which offer potential for community use. The Council is actively involved in community partnerships for the development and operation of recreational sites.

6.67 The provision of open space also has important benefits in terms of the environment. It provides for various habitats and species (many of which are protected and of local, national and international importance) and includes many of our natural features that make our landscape so distinctive. Within urban areas it also provides green lungs, visual breaks, opportunities for recreation and wildlife habitats.

6.68 The two current development plans (BNMAP and ADAP) for the district identified the various resources and types of open space within the district based on the legacy Down and Newry and Mourne council areas. As required they also calculated the provision of open space for the purposes of assessing provision against the NPFA standard for outdoor playing space. Both plans concluded there was a deficit in the legacy council areas. This deficit was projected to increase as a result of the projected growing population.

6.70 One of the key aims of the Community Plan is to improve the wellbeing of people in the district. The provision of open space plays an important role in contributing to the wellbeing, physical and mental health and quality of life of our population. As a result the Community Plan's thematic group for the environment and spatial development seeks to increase the promotion of both green and blue infrastructure and to promote and enhance access to the built and natural environmental assets. The Plan also seeks to better utilise community planning partners estates to create more green space which is open and accessible to all.
Newry

6.71 A key vision of the Council's Corporate Plan is to 'facilitate and encourage healthy lifestyles'. It states that a key objective of the Council over the corporate plan period is to have 'supported improved health and wellbeing outcomes' by improving quality of life and reducing health inequalities, primarily through programmes, services and access to open spaces.

6.72 The Council's Play Strategy is a five year strategy that will act as the guidance document to develop, if needed, or create a more efficient, effective play provision within the

district. The strategy also gives guidance to the Council over the next five years where it is required to continue to monitor policy areas and develop those highlighted in areas which fall short of the play guidance detail.

6.73 The Council's Sport Strategy is a ten year strategy that provides a framework for the future prioritisation, development and provision of sports facilities at local level, to meet identified community need. The strategy reflects the wider NI 10 year plan for the provision of strategic sports facility strategy for NI (2016), which focuses on the need for future provision that is of cultural significance, as well as those that provide for high performance training and competition. At a local level, the identification of need for sports facility provision is aligned to the Council's Corporate Plan and the community planning process.

Options for Open Space Provision (p.94)

Option 1 Protect existing and zoned open space provision as identified in the BNMAP and the ADAP.

This option maintains the status quo. However, due to differing methodologies used to calculate open space provision within the existing area plans, it is unclear how the provision of open space compares to the NPFA standards.

Option 2 Identify and evaluate current open space provision in the district. Protect existing and any subsequent additional land required for open space, sport and recreation. This option allows for a review of the current open space provision across the whole of the district. This would then be evaluated, using a single methodology, against NPFA standards. Existing open space and any additional lands identified to meet future needs would be protected.

Option 2 is the Council's preferred option as it offers the opportunity to identify and evaluate the current provision of open space across the district in an equitable way in addition to identifying any future need

Appendix 4 – Extracts from Council Minutes

4.

Extract from Minutes of Council AHC Committee meeting 21 May 2018

COMMUNITY ENGAGEMENT AHC/096/2018: WARRENPOINT COMMUNITY HUB

Report from Ms J McCann, Head of Community Services, Facilities and Events, dated 21 May 2018, regarding Warrenpoint Community Hub (Copy circulated)

Mrs Hillen provided some background to the Community Hub and stated the recommendation was to agree to the planned feasibility study for the former PSNI station to be broadened to include any other available sites, including Council owned sites.

Members discussed the issue at length and raised the following queries:

- The manner in which the news has broken regarding the former PSNI station was disgraceful. Council had not been formally notified as yet by the PSNI that the site was no longer available.
- The amount of effort undertaken by the community and Council over the last number of years cannot go unrecognised and the community had an expectation that they would get a community centre, clarification was required regarding the site.
- The consultancy report carried out identified the potential sites, now that the former PSNI site was no longer available, other options should be investigated without delay.

Councillor Fitzpatrick proposed that an urgent meeting be sought with 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. This was seconded by Councillor Andrews.

Councillor Ruane, while content with clarification being sought, stated Council need to be focused and ensure there was no delay on the provision of a community centre in Warrenpoint.

Mr Lipsett advised that officers can seek a meeting while still investigating the other options available.

AGREED: It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Andrews 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.

Appendix 5 – Press Reports on PSNI Site

Brexit: Sale of border PSNI station halted - BBC News

<https://www.bbc.co.uk/news/uk-northern-ireland-44141398>

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Brexit: Sale of border PSNI station halted

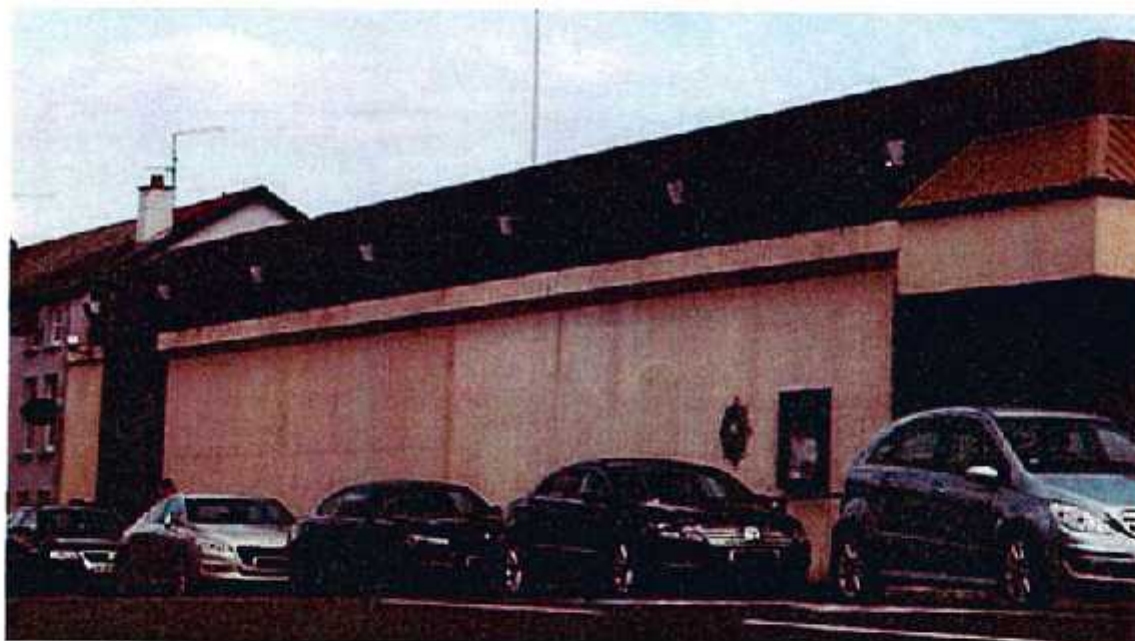
By Cormac Campbell

BBC News NI South East Reporter

17 May 2018



Brexit



The sale of a former police station near the Irish border has been halted because of uncertainty about Brexit.

Brexit has returned the Irish border to the centre of Anglo-Irish politics and it is still unclear what it will look like when the UK leaves the EU.

Newry, Mourne and Down Council wanted to buy the former station in Warrenpoint, which went on the market in 2016.

The plan was to convert it into a community centre.

No one from the PSNI was available for interview with the BBC, but a statement given to **the Newry Reporter newspaper** said: "Due to the uncertainty surrounding the implications of Brexit, PSNI has taken this opportunity to review the planned disposal of this station pending clarity around future arrangements."

'Post-Brexit facility'

Journalist Ryan Sands said there had been speculation that the facility could be earmarked for a post-Brexit customs or security role, given its proximity to the border and to Warrenpoint Port.

"As we all know, Warrenpoint is a border and harbour town so there has been some speculation as to the future use of the site if it isn't going to be used as a community centre," he said.

"I've heard whispers that it could be used as some sort of post-Brexit border facility."

A UK Government spokesperson said: "Our policy is clear - we are committed to ensuring there is no hard border between Northern Ireland and Ireland and to ensuring the same unfettered access for Northern Ireland's businesses to the whole of the UK's internal market.

"We have set out our preferred customs models to enable trade to remain as frictionless as possible."



The Chief Constable of the PSNI told the BBC's Newsnight programme that he did not want anything that looks like physical infrastructure at the border.

He said **he feared it could be targeted by violent dissident republican groups - groups whose threat he defines as "severe"**.

Northern Ireland Secretary **Karen Bradley** echoed his concerns at a meeting of the

European Scrutiny committee on Wednesday.

She said there would be no new physical infrastructure at the border, including additional cameras.

The local council has not been officially informed that the sale will not go ahead - frustrating councillors who worked on the community centre plan.

'Left high and dry'

Sinn Féin councillor Michael Ruane said that this left the council and the Warrenpoint community in limbo.

"People are trying to surmise what the PSNI mean by holding it for Brexit-related concerns," he said.

"We're not sure but there is anger in the town.

"This is a much-needed facility, probably the number one project in the town - and here we are at the last minute, we've been left high and dry."

The council will discuss the matter at a meeting next week.

In the interim it has said it will consider alternative sites for the community centre, with Clonallon Park believed to be the most likely choice.

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Council 'not told PSNI had pulled former station from sale over ...

<https://www.irishnews.com/news/2018/05/18/news/council-not-t...>

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Council 'not told PSNI had pulled former station from sale over Brexit'



Sinn Féin councillor Mickey Ruane said the community had been 'left high and dry'

Bimpe Archer (<http://www.irishnews.com/other/ourjournalists/2015/06>

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THE PSNI failed to inform Newry, Mourne and Down Council that it was halting its sale of a former police station at Warrenpoint, it has emerged.

There has been fury among councillors after it learned from the press that its plans to turn the site into a community centre had run aground.

The PSNI told the Newry Reporter that "due to the uncertainty surrounding the implications of Brexit, PSNI

Council 'not told PSNI had pulled former station from sale over ...

<https://www.irishnews.com/news/2018/05/18/news/council-not-t...>

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/17/192113956-a66bf06b-8f28-4780-bcc9-3049934cc307.jpg)

SDLP Warrenpoint councillor Michael Carr said the site 'was promised to Newry, Mourne and Down Council'

has taken this opportunity to review the planned disposal of this station pending clarity around future arrangements".

There has been speculation that the station, which was offered for sale in 2016, could be used as a border checkpoint in the event of a hard border being re-introduced in Ireland.

The purchase deal by the council was at an advanced stage, with the local authority taking advantage of a D1 process whereby government bodies have first refusal on the sites when they decommissioned by the security services.

SDLP councillor for the area Michael Carr expressed annoyance after learning from council officials that they had still not had official word from the PSNI, but that it had been revealed to Sinn Féin in a private meeting with police chiefs.

"I would have expected this to be communicated through the proper channels, particularly as the local councillor in Warrenpoint who has been working on this for four or five years.

"This was promised to the council and we were just waiting for a telephone tower to be moved to the Harbour Authority before we could go to the next stage of that process."

Sinn Féin councillor Mickey Ruane told the BBC the council and the Warrenpoint community have been left in limbo.

"People are trying to surmise what the PSNI mean by holding it for Brexit-related concerns," he said.

"We're not sure but there is anger in the town.

"This is a much-needed facility, probably the number one project in the town - and here we are at the last minute, we've been left high and dry."

Warrenpoint Port is Northern Ireland's second largest port and handled 3.56 million tonnes of cargo in 2017, around 40 per cent of which either originated from or was destined for the Republic.

It is unlikely that it has the capacity to carry out on-site customs checks in the event of a hard border.

Its CEO Clare Guinness said it wants "to see frictionless post-Brexit border arrangements that allow trade to continue to flow smoothly and grow over time".

"While we are actively formulating plans to deal with whatever scenario results from the Brexit negotiations, the length to which those plans can be developed depend on receiving a

Council 'not told PSNI had pulled former station from sale over ...

<https://www.irishnews.com/news/2018/05/18/news/council-not-t...>

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greater level of clarity from those involved in the talks," she added.

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Appendix 6 – Consultees

Warrenpoint Community Facility

Consultees

- Warrenpoint Community Centre Group
- Warrenpoint Friendship Group
- Warrenpoint Youth Group
- Warrenpoint Town Football Club
- St Peter's Gaelic Athletic Club
- Citizens Advice Bureau
- Youth Resource Centre
- St Mark's High School
- Summerhill GP Practice
- Libraries NI
- PSNI

Information was provided by Council officers responsible for: the play and sports strategies; tourism and enterprise; Crotlieve DEA Forum; Facilities Management; and Community Services.

Public Meeting: 12 September 2018

People attending the public meeting were invited to complete a 'sign-in' sheet. For a copy of the completed sheet see over.

SIGN IN12th September 2018

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

NAME	EMAIL ADDRESS
Cllr Ruane	
Cllr Mc Mahan	
Cllr Carr	
Cllr Timelty	
Aisling Kennick	
Julie McCann	
Fichele McKean	
Cllr McAteer	
Ruby Kennick	
Seán McCann	
Dir. McGovern	
Josh Long	
Thomas Hanna	
SEAN MCGOVERN	
PATRICIA BEGG	
Raymond Beeg	
HEIENE HEANEY	

Newry Offices, O'Hagan House, Monaghan Row, Newry, BT35 8DJ
Downpatrick Offices, Downshire Civic Centre, Downshire Estate, Downpatrick, BT30 6GQ

SIGN IN12th September 2018

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

NAME	EMAIL ADDRESS
Conilla Magee	
Sinead Doyle	
Smoad Murtagh	
Eithne Cozic	
Tom Mc Conn	
Fiona McQueen	
Lesley Quinn	
Jim Rice	
Patricia Bason	
Nicholas Bason	
Marie O'Neelan	
Claire Loughran	
Clare Stiers	
Michael Wab	
Sinead Murphy	
Sinead Bradley	
Paul Bradley	

Newry Offices, O'Hagan House, Monaghan Row, Newry, BT35 8DJ
Downpatrick Offices, Downshire Civic Centre, Downshire Estate, Downpatrick, BT30 6GQ

SIGN IN

12th September 2018



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

NAME	EMAIL ADDRESS
<i>Pauline Allen</i>	
<i>Shoalagh Mulry</i>	
<i>Brian McAmoyn</i>	
<i>Sinead KENNIS</i>	
<i>Bede Smith</i>	
<i>Lee McCall</i>	
<i>Suzellen Knox</i>	
<i>Gerard McKinley</i>	

Newry Offices, O'Hagan House, Monaghan Row, Newry, BT35 8DJ
Downpatrick Offices, Downshire Civic Centre, Downshire Estate, Downpatrick, BT30 6GQ

SIGN IN

12th September 2018



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

NAME	EMAIL ADDRESS
James Murnaghan	
Maurisa O'Hagan	
HUGH B MENTLEY	
Ryan Sandy	"
COLETTE LOCK	"
Mara Curran	
John Cole	"
LIZ Bayle	"
Patrice McGinn	"
Natalie Cole.	
Barbara Davis	
John Bagwell	
Siobhán Rogers	
Wendy	"

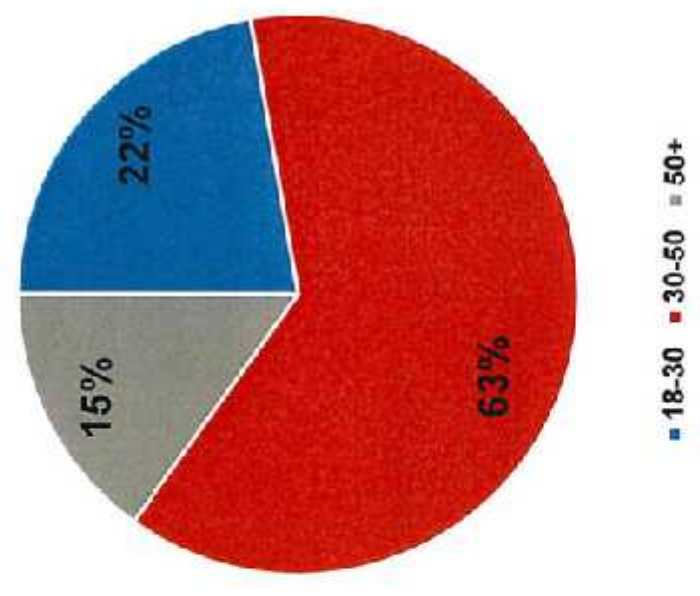
Newry Offices, O'Hagan House, Monaghan Row, Newry, BT35 8DJ
Downpatrick Offices, Downshire Civic Centre, Downshire Estate, Downpatrick, BT30 6GQ

Appendix 7 – Warrenpoint Community Centre Group Survey

Community Centre for Warrenpoint - Survey

Warrenpoint Community Centre Group carried out a survey late in 2016 to assess the need for and proposed uses within the community hub. Over 450 people completed the survey (both online and in person), age profile shown below.

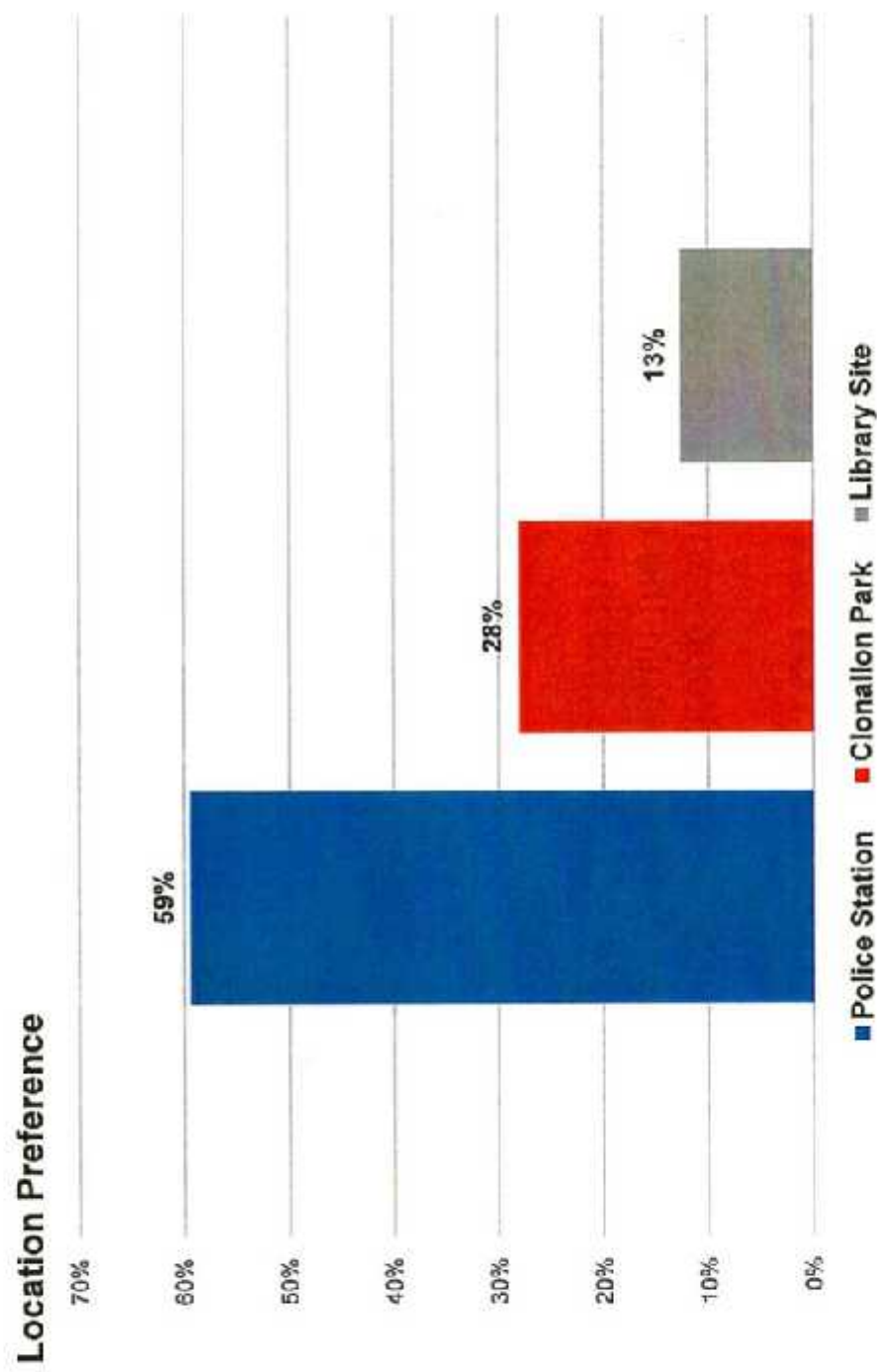
Respondent Age Profile



99% were in favour of a community facility

Community Centre for Warrenpoint - Survey

The survey asked people to indicate their preferred site from the following three:



Community Centre for Warrenpoint - Survey

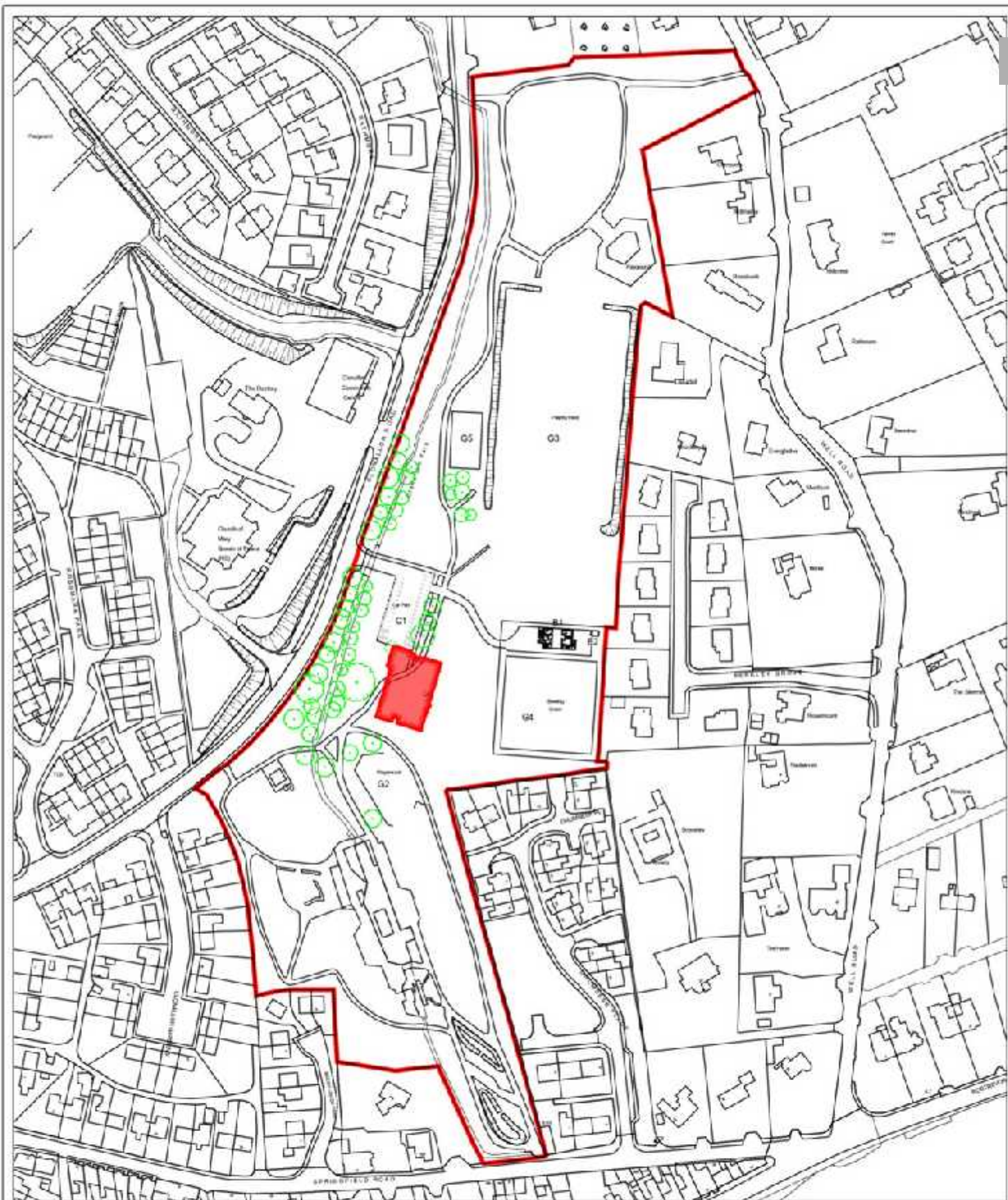
The survey asked people to list up to five things they would like to avail of or use in the hub - the table below shows the top ten things people mentioned:

Activity/Use	Rank
Gym, Indoor sports	1
Activities for Young People and Teenagers	2
Community Events	3
Cafe Snack Bar Coffee Shop	4
Activities and Events for Older People	5
Educational Facilities (Evening Classes)	6
Parent and Toddler Groups/Crèche/Baby	7
Activities for Children	8
Arts and Crafts, Hobbies	9
Meeting Space, Room Hire, Hall Hire, Party Hire	10

In terms of centre management, 77.5% of online survey respondents said it should be run by the local community or volunteers.

Other suggestions included ICT facilities (including public Wi-Fi); keep fit and exercise classes; cinema and stage facilities and facilities for community groups.

Appendix 8 – Recommended Location and Site Analysis

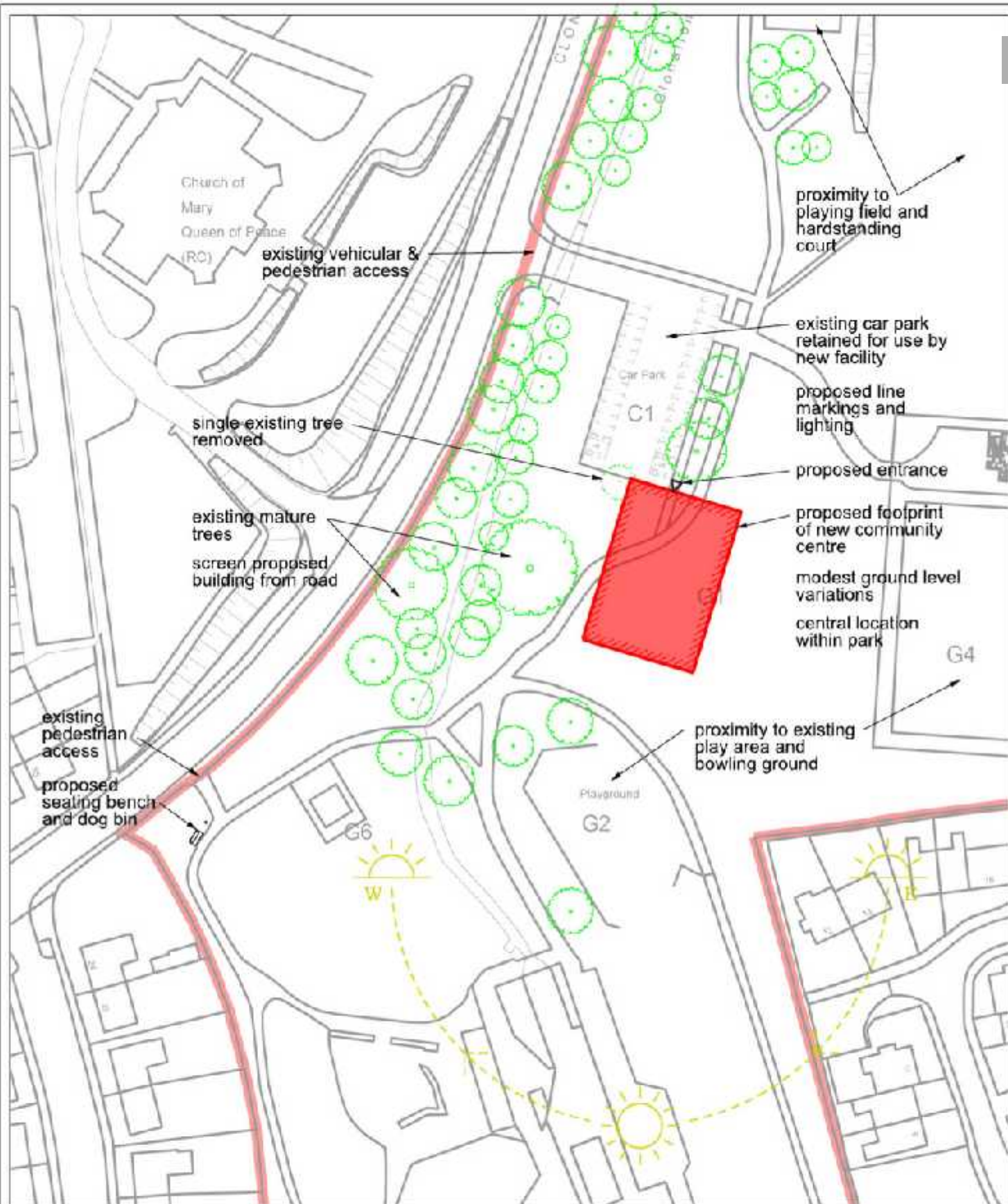


Community Places



2 Downshire Place
Belfast
BT2 7JQ
T: 028 9023 9444
F: 028 9023 1411
E: info@communityplaces.info

Project	Warrenpoint Community Facility Feasibility Study	
Client	Newry, Mourne and Down District Council	
Drawing Title	Recommended Location	
Scale	1:2500	Date Sept 2018
Drawing No	01	Revision *



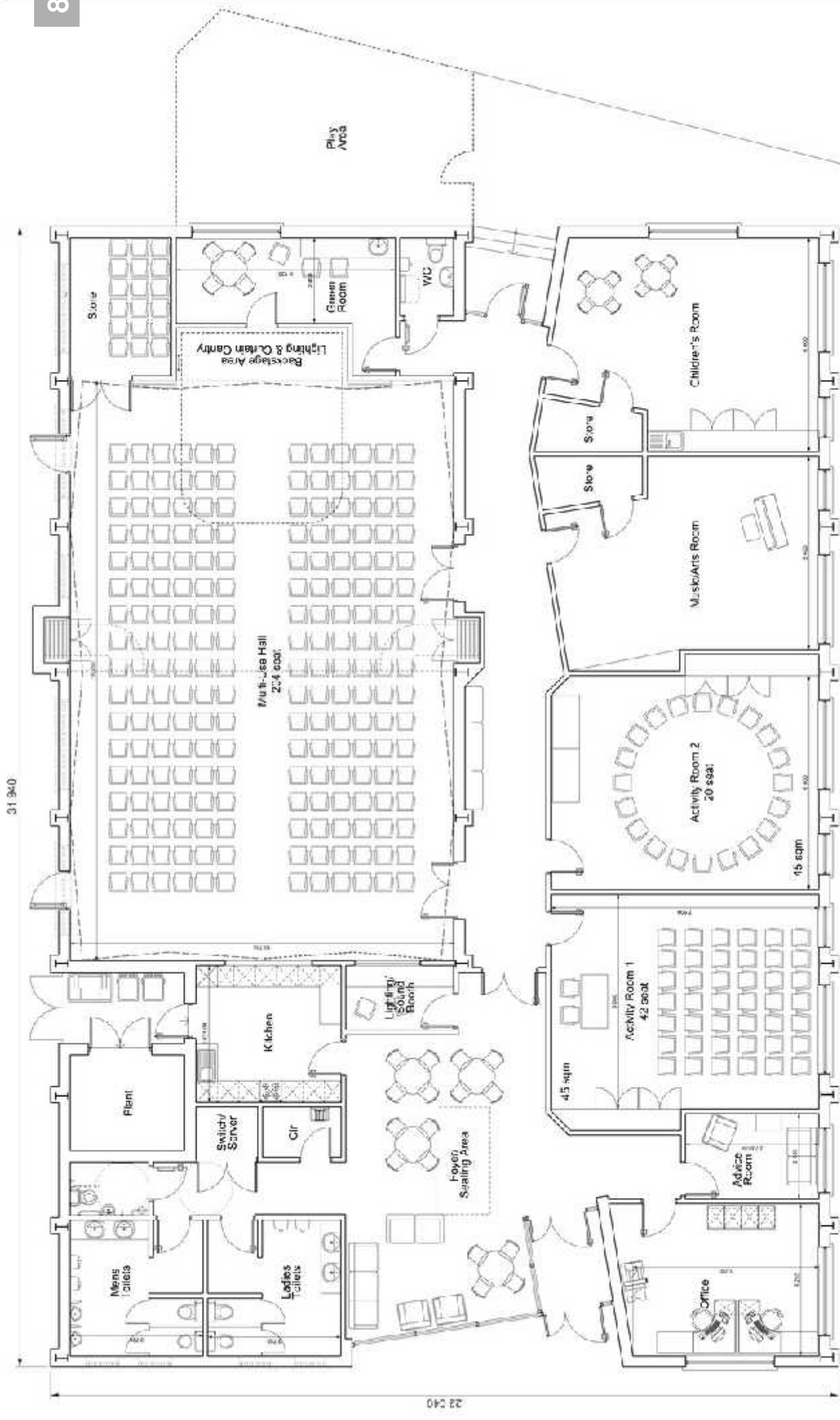
Community Places



2 Downshire Place
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Project	Warrenpoint Community Facility Feasibility Study	
Client	Newry, Mourne and Down District Council	
Drawing Title	Recommended Site Analysis	
Scale	1:1000	Date Sept 2018
Drawing No	02	Revision *

Appendix 9 – Draft Building Plans

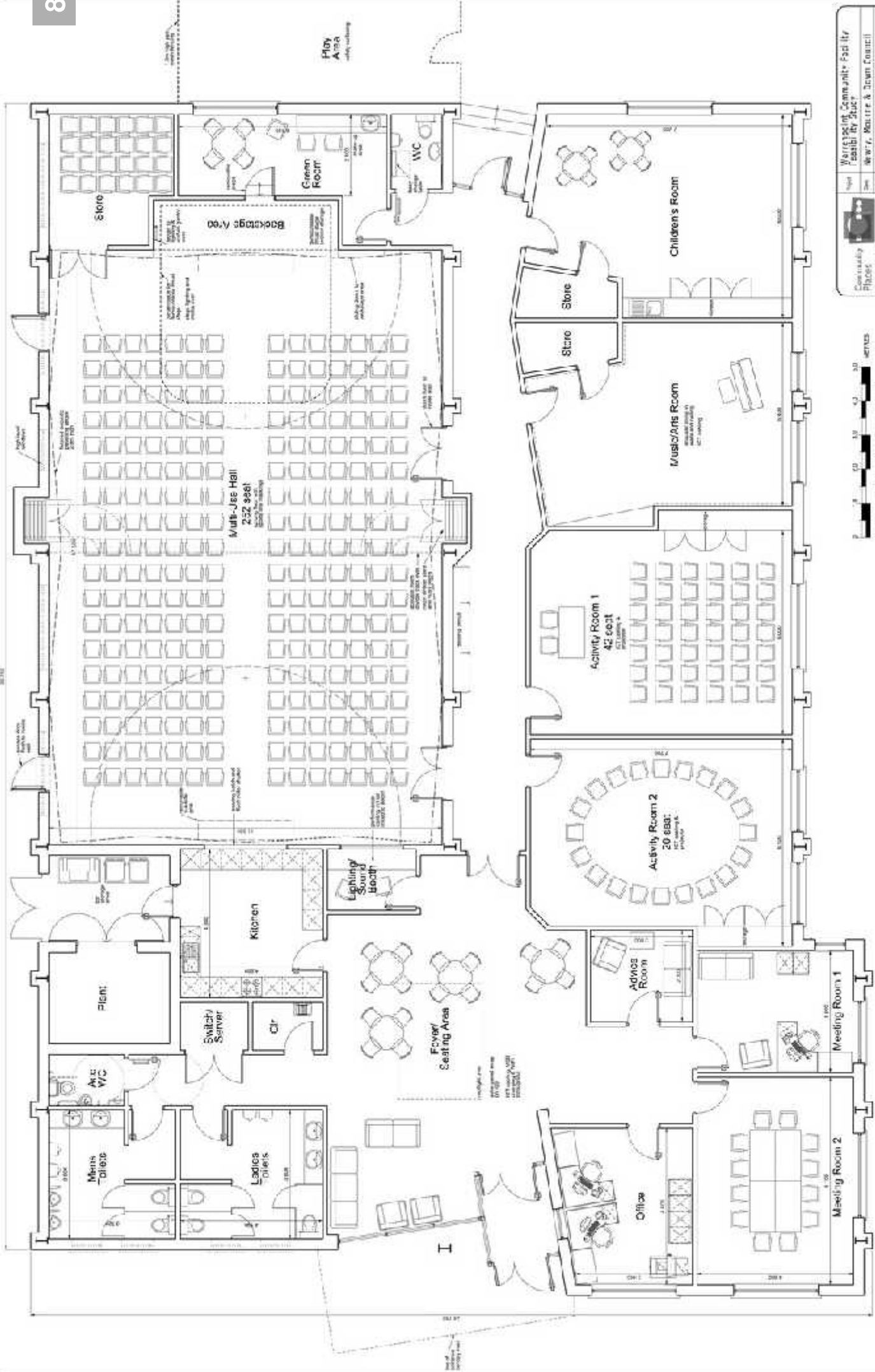


Preliminary

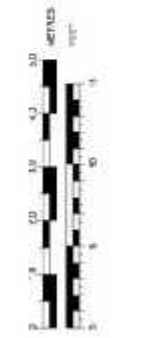
Warrenpoint Community Facility Feasibility Study	
Client	Warrenpoint Community & Town Council
Project	Draft Build as Plans
Date	1.50
Scale	1:50
Sheet No.	03

Community Places
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Appendix 10 – Recommended Building Plans



Warrenpoint Community Facility	
Project Name	Warrenpoint Community Facility
Client	Warrenpoint Community Council
Phase	Recommended Building Plans
Date	1.50
Scale	1:50
Drawn By	03



Appendix 11 – Design Notes on Recommended Building Plans

Warrenpoint Community Facility – Design details notes

Multi-use hall

The multi-use Hall has several features to assist a range of different uses and interest groups.

Flush walls.

As the Hall will be used for informal leisure and sporting activities, 5-a-side, fitness training, etc, the lower 2.8m of the Hall features smooth walls with all doors, screens, partitions etc, set flush with the face of the wall. This provides a smooth rebound surface with no dangerous protrusions or sharp edges.

Acoustic lining

The walls above 2.8m and the ceiling will be constructed as a faceted acoustic lining to break up reverberation and assist in regulating and absorbing sound in the large space which by the necessity of its multi-use function will have hard sound reflective surfaces. Lighting and speaker systems will be contained within this lining and with performance cabling also linking the stage lighting and sound systems traced back to a small lighting and sound Booth at the back of the Hall.

Stage area

The stage will be a demountable raised platform thrust stage extending into the hall and with the platform sections stored in the backstage area when not in use. Sliding doors will cover the backstage area when not in use and provide a flush rebound wall surface. When the doors are open they act as a proscenium to the backstage area.

A ladder will provide access to a high level gantry above the backstage area where stage lighting and a stage curtain will be hung on tracks at high level. The curtain track will line the stage and backstage area and be re-configurable with support fixing provided in the Hall ceiling to allow for a variety of performances including thrust stage, in the round, catwalk etc. Lighting track will also allow different configurations. The stage area can be accessed directly from the Green Room through an oversized door with removable steps up to the raised stage platform.

Room divider

A movable wall comprising of sections of robust acoustic panels hung from an overhead track system and with acoustic seals operated to seal the panels in position. The panels can also be slid into a recess in the walls and concealed with flush doors when not in use. The divided Hall will have individual entrances and escapes.

Flooring

The Hall floor will be a sprung timber sports floor with line markings and fixing points for equipment, 5-a-side, etc.

Kitchen

The Hall will have a metal roller shutter mounted flush with the wall which facilitates a servery for refreshments.

Store

A store room opens directly into the Hall for storage of chairs, tables and sporting equipment.

Appendix 12 – Budget Estimate Costings for Recommended Building Plans

Proposed Warrenpoint Community Centre

Approximate Estimate of Construction Cost

	m ²	£/m ²	£
Internal Floor Area	734	1,400.00	1,027,600.00
Statutory Consents & Professional Fees			150,000.00
Connection charges			20,000.00
Siteworks inc lighting			50,000.00
Fit-out equipment budget			150,000.00
			£1,397,600.00

Estimate based on current similar building type cost per m square but excludes;

VAT

Site Purchase Costs

Legal Fees

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Report to:	AHC Committee
Date of Meeting:	19 th November 2018
Subject:	Amendments to Policy and procedures for the use of play inflatables in/on council premises
Reporting Officer (Including Job Title):	Janine Hillen Assistant director of Community Engagement
Contact Officer (Including Job Title):	Julie Mc Cann Head of Community Services, Facilities and Events.

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
1.0	Purpose and Background		
1.1	<p>To consider and adopt amendments to the Policy and Procedure for the use of play inflatables in/on council premises (19 June 2017 AHC/89/2017).</p> <p>The amendments to the Policy (detailed in 3.1) are specific to the use of indoor Bouncy Castles used within 100% run council buildings.</p>		
2.0	Key issues		
2.1	<p>At present council staff supervise Bouncy Castle usage for the duration of a booked Birthday Party (2 Hours), this has become a resource issue within certain community centres whereby there is limited staff presence. By implementing the amendments this will allow staff to carry out other duties within the centres, cleaning, setting up take down equipment and dealing with customer queries.</p> <p>To ensure health and safety standards are maintained the hirer will nominate a responsible person to supervise the bouncy castle, they will receive guidelines, (prior to the commencement of the party) on Bouncy Castle supervision (appendix 2). This form will be signed by the nominated person and a member of staff.</p> <p>The Policy has been developed to ensure a consistent approach in supporting council staff as well as community and voluntary organisations in the management and safe use of play inflatables on council properties. This procedure provides best practice advice on the considerations and control measures in relation to the safe use of all inflatable play equipment, whether Council owned, hired in and/or provided under contract, and is applicable to all relevant Newry, Mourne and Down DC employees and establishments (including community facilities owned by Council but managed by community associations).</p> <p>The proposed amendments have been discussed with Health and Safety, Council insurers and Indoor Leisure.</p>		
3.0	Recommendations		
3.1	<p>It is recommended to adopt the amendments to the Policy and Procedure reference the use of play inflatables in/on council premises, specifically;</p> <p>➤ 4.0 d. Attendant has been removed</p>		

	<ul style="list-style-type: none"> ➤ 7.4 Point 3. Wording has been changed ➤ Appendix 1 Bouncy Castle operation/Supervision, wording has been changed ➤ Appendix 2, New
4.0	Resource implications
4.1	None
5.0	Equality and good relations implications
5.1	Council is satisfied the necessary mitigating actions are addressed within the associated procedures, and as per Council's Equality Scheme and commitment to ensure public access to information and services, appropriate and relevant documentation will be provided in alternative formats on request, where reasonably practicable.
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered
7.0	Appendices
	Appendix 1: Policy for the use of play inflatables in/on council premises Appendix 2: Associated procedures
8.0	Background Documents
	None

Newry, Mourne and Down District Council

PROCEDURES FOR THE SAFE USE OF PLAY INFLATABLES IN/ON COUNCIL PROPERTIES.

1.0 PURPOSE OF THE PROCEDURES

The purpose of these procedures is to ensure a consistent approach in supporting council staff as well as community and voluntary organisations in the management and safe use of play inflatables on council properties.

Inflatable play equipment, including bouncy castles, is regularly used across Newry, Mourne and Down District Council, both indoors and outdoors. Inflatable play equipment can make a significant contribution to both the success and enjoyment of many different events and activities, but also pose potential risks to health and safety, and can expose the Council to claims liability. Thus, whilst their use is not to be deterred, it does need to be managed to ensure, so far as is reasonably practicable, that risks are minimised.

2.0 AIMS OF THE PROCEDURES

This procedure has been produced to provide best practice advice on the considerations and control measures in relation to the safe use of all inflatable play equipment, whether Council owned, hired in and/or provided under contract, and is applicable to all relevant Newry, Mourne and Down DC employees and establishments (including those which are run by local communities on the councils behalf).

The primary guidance on the safe use of inflatable play equipment is contained in the British Standard BS EN 14960:2006 Inflatable play equipment safety requirements and test methods, which came into effect in May 2007 and which, whilst not imposing a statutory duty, represents best practice.

In addition the following Health and Safety legislation also applies to the use of inflatable play equipment:

- The Health and Safety at Work (NI) Order 1978
- The Management of Health and Safety at Work Regulations (NI) 2000
- Provision and Use of Work Equipment Regulations (NI) 1993
- Fire Precautions (Workplace) Regulations (NI) 2001
- Electricity at Work Regulations (NI) 1991
- Control of Substances Hazardous to Health Regulations (NI) 2003
- Confined Spaces Regulations (NI) 1999
- Manual Handling Operations Regulations (NI) 1992.

3.0 SCOPE

3.1 Types of Inflatable:

The types of inflatable devices that will come within the scope of this guidance note will include dry inflatables for internal and/or external use, including:

- a. open-sided, often referred to as flatbeds (distinguished by their lack of walls);
- b. open-fronted, often referred to as 'castles' (these have walls on all sides except one);
- c. totally enclosed e.g. disco bouncers (all sides enclosed by an inflatable dome)

3.2 Applicability:

The guidance provided is to be consulted by any NM&DDC employees or community association who manage premises on the council's behalf with responsibilities for:

- a. purchasing/hiring of inflatable equipment;
- b. erecting and dismantling inflatable equipment;
- c. supervising the users of inflatable equipment; and
- d. ensuring the safe use of inflatable equipment.

4.0 DEFINITIONS.

- a. **Inflatable Devices:** Equipment consisting of air-filled structures designed to allow users to bounce, slide or climb on them. They are made from flexible fabric, inflated by air, and rely on air pressure to maintain shape.
- b. **Controller** – The person, organisation, Owner having the overall control, including responsibility for maintenance, of the inflatable device
- c. **Operator** -The Hirer, who must be over the age of 18, nominated to be in charge of the operation of the inflatable at any time when it is intended to be available for private hire.

5.0 DUTIES OF CONTROLLERS AND OPERATORS

5.1 Risk Assessment:

Where any inflatable devices are to be deployed and/or used then a suitable and sufficient risk assessment must be carried out, and appropriate control measures identified and implemented to minimise risks, so far as is reasonably practicable.

A Generic Risk Assessment (GRA) for bouncy castles is attached at Appendix 4, which provides a ready template and guide, but it must be made site specific for it to be valid. Any manufacturer's information, instructions, manuals, etc. should be referred to, and applied as appropriate, when carrying out such assessments.

5.2 Responsibility for Risk Assessments:

Where an inflatable device is to be used and operated by NM&DDC staff then they must carry out the risk assessment, ensuring it is suitable and sufficient, and such must be reviewed if there is any reason to suspect it is no longer valid i.e. any change in circumstances.

Where non NM&DDC staff are to use/operate an inflatable device, but will do so on NM&DDC property, or on behalf of NM&DDC at an event, then it is reasonable to require that they carry out the risk assessment, but the relevant NM&DDC staff or community association who manage a council owned community facility i.e. those responsible for organising and/or controlling the event, have a duty to ensure that it is completed, that it is suitable and sufficient, that the relevant control measures are implemented, and that it is reviewed as required.

5.3 Checks when purchasing or hiring:

Where any inflatable play devices are to be purchased and/or hired in, including renting them as part of a package, then only reputable manufacturers/suppliers should be used (they should be registered with their local council), and you must ensure, so far as is reasonably practicable, that the inflatable device(s) comply with the current BS/EN standards for design and fire safety.

For devices manufactured after January 5th 2002, a declaration by the manufacturer that the inflatable has been manufactured to the appropriate design and in an appropriate manner must be obtained on purchase.

Before contacting potential suppliers gather all required user information to hand i.e. indoor or outdoor event, size of site, floor surface, anchor points, estimated number of users including age and heights, duration of use, etc. This should ensure the supplier can advise on the most suitable equipment. (See Appendix 6 for checklist of questions to ask suppliers)

6.0 INSPECTION, MAINTENANCE AND MODIFICATION

The Provision and Use of Work Equipment Regulations (NI) 1993 and BS EN 14960:2006 require that inflatable devices to be inspected at suitable intervals to ensure that safe conditions are maintained, any deterioration in the device is detected, and any appropriate remedial action is taken in good time. Details of all inspections and daily checks carried out should be recorded (this may be done in the operators manual and/or can comprise an inspection certificate).

6.1 Annual inspection:

Each inflatable should be thoroughly inspected at least once in every 12 months. This procedure needs to be carried out by a competent person e.g. a member of a registered inspecting body.

6.2 Pre- operational check sheet:

Checks should be carried out before each individual event, using the advice provided by the manufacturer in the operations manual. These should include checking that:

- The site remains suitable, with crowd control measures in place if appropriate;
- Anchorages are intact, protected where necessary, and ropes are not worn or chafed;
- The anchor system secures the inflatable device to the ground;
- There are no significant holes or rips in the fabric or seams;
- The correct blower specified for the device is being used and the air pressure is sufficient to give a reliable and firm footing;
- There are no exposed electrical contacts, there is no wear on electric cables, and plugs, sockets and switches are not damaged;
- If an internal combustion engine is used, that the fuel cap is placed firmly on the fuel tank and any reserve fuel container is suitable and remains in a safe position;
- Bolts and screws of the blower are properly secured and that robust guards are secured over the air inlet and outlet;
- The blower/inflation tube connection is in good condition and is firmly fixed to the blower; and
- The blower is positioned correctly, adequately protected or guarded and is not causing a tripping hazard. The public must not be allowed to use an inflatable until any defects identified in the daily check have been rectified.

A pre operational check sheet and annual checksheet is attached in Appendix 3 for reference. However, this list is not exhaustive and, due to potential variation between events, use and/or sites, it is imperative that the risk assessment process, as described in this guidance, is carried before the event as this should ensure that any specific risks are identified and adequately controlled.

6.3 Standards:

As of 30th March 2007 The European standard EN 14960:2006 has the status of a British Standard, referred to as BS EN 14960:2006 Inflatable play equipment- Safety requirements and test methods and so represents the standards (best practice) that should be met.

All inflatable play devices should have been modified, as and if required, to conform to the draft CEN 136 standard by 1st January 2005 and/ or to comply with the BS EN 14960:2006.

6.4 Inspection schemes:

There are 2 voluntary inspections and tagging schemes currently recognised by the Health and Safety Executive in relation to inflatable play devices, which both use the CEN 136 standard as their benchmark, these being:

A.PIPA Performance Inflatable Play Accreditation scheme, who inspect and tag inflatable play devices and allocate a unique reference number that stays with that piece of equipment. PIPA mainly deal with inflatables that would be found at galas, fetes, hired for use at domestic parties, etc. and they populate a website that provides details of registered suppliers, checked equipment, which can be accessed at www.pipa.org.uk

b. ADIPS, Amusement Device Inspection Procedure Scheme, is very similar, but in the main deals more with inflatables found at traditional fairgrounds, theme parks, etc. They also have a website which can be accessed at www.adips.co.uk

6.5 Modifications:

Safety-critical modifications are those where failure of the modified component or system would lead to a significant risk of injury to public or employees. They could include changes in the operating parameters of a device, such as changing the height restriction of users. If in doubt, take advice from a competent person. Where a safety-critical modification is made (including the replacement of a component which departs from the original design specification), the modification needs to be carefully considered. The conclusions and justifications should be recorded in the operations manual before the change is made. If a device is CE marked, alteration may invalidate the declaration of conformity and the device may need to be reassessed against the relevant standard.

7.0 SAFE OPERATION

7.1 Anchoring/ Weighting:

Manufacturers and Health and safety executive instructions regarding the use of anchorage points and weighting must be followed paying particular attention to applications for indoor and outdoor use.

7.1.1 Outdoor Considerations Anchoring/ Weighting

- The device is to be secured to the ground with ground stakes, where the ground is suitable.
- Some equally effective alternative methods can be used on hard standing, e.g. attaching the anchor ropes to fittings already in the ground, or to sandbags/other weights – providing they are capable of taking the load (each anchor point should have the equivalent of 163kg as per H&S guidance).
- An inflatable can be tied to a vehicle or other movable machinery, providing the vehicle or machinery is immobilised and under the control of the operator.

7.1.2 Indoor Considerations for Anchoring/ Weighting

The inflatable will not blow away when indoors, but it could move across the floor and it could overturn. An inflatable with a small base and high sidewalls is particularly prone to overturn if there are tall users and they make a concerted effort to run from side to side throwing themselves against the walls. This type of action on any small inflatable will at least cause the inflatable to move sideways of position and threatening to pull the blow-tube off of the blower. This propensity can be combated by the use of weights tied to the anchor-points, or by attaching the anchor-points to gym bars. Sideways movement can be counteracted by placing rubber mats under the inflatable. Likewise, a rubber mat must be placed under the blower to keep it still.

7.2 Blower Units:

- Users of inflatables should not be able to make contact with the blower unit. A safe distance can be achieved by use of an inflation tube of at least 1.2m when positioned on a wall side and 2.5m on any open side.
- A blower unit must never be placed internally unless designed to do so.
- Special care should be taken when using operating blowers. For instruction on the safe use of Electrical and Petrol Blower refer to Appendix 9.
- Be aware of the deflation time of the structure as this will impact on the evacuation procedures in the event of a problem with the air supply, there are certain devices that can considerably increase this time, contact the manufactures for more information.
- Fitting of an auditory alarm to the blower unit should be considered to alert the operator of any failure in the fans electric (or other) power supply.
 - Indoor blower units should not be used outdoors and vice versa.

7.3 Siting Outdoor Use:

- The controller or operator should ensure that the inflatable device is sited well away from possible hazards such as overhead power lines or other obstacles with hazardous projections (e.g. fences). Consideration should also be given to the height of ceilings and/or ceiling protrusions.
- If the ground surface is abrasive, oily or dirty, a ground sheet should be used to prevent wear and tear of the base material.
- An inflatable should not be used when the winds, or gusts of wind, are in excess of the maximum safe wind speed specified by the manufacturer.
- The industry recommends a maximum wind speed of Force 5 on the Beaufort scale of 30-38 kph / 19-24 mph (a fresh breeze when small trees in leaf begin to sway).
- Hard landing surfaces should be adequately covered by soft landing material such as dense gym mats, or equivalent of at least 25mm thickness but not more than 125mm, for a recommended distance of at least 1.2m from the open side.
- Safety mats should be flame resistant especially when used indoors.

7.4 Supervision:

- The controller should determine the minimum number of persons and their positions in relation to the inflatable in order to ensure the device can be operated safely, See Appendix 2.
 - At least this number of persons must be on duty at all times when the device is in operation.
 - The hirer must nominate a competent responsible person (Operator) aged 18 or over to supervise the Bouncy castle and that they receive and sign the NMDDC Bouncy Castle supervision form. A council staff member will monitor the supervision every 20 min approx, to ensure supervision is taken place
 - The entrance/exit areas should be kept clear of onlookers so that the operator or attendant has a clear view and can ensure that users enter/exit safely;
 - Operators must ensure users are kept off the device when it is being inflated or deflated.
 - The device should be deflated when not in use.
 - The operator should watch the activity on the inflatable constantly.
 - A whistle or other signal should be used to discourage horse play and action should be taken at the first sign of any misbehaviour.
 - Somersaults and rough play should not be allowed.
 - It is the operator's responsibility to ensure that the equipment is not overloaded with users.
 - Larger, more boisterous users should be separated from smaller ones e.g. consideration must be given to the separation of age groups.
 - The number of users at any one time should be limited to allow each user enough room to play. Manufacturer's guidance should be consulted for recommended numbers and there should be separation of age groups. Numbers may need to be further restricted e.g. when being used by people with disabilities.
 - Operators must ensure that people cannot gain access to the back and sides of the inflatable to grab at users through the sides, or throw objects in. Barriers may be used to prevent access to these areas.
 - Unless specifically procured for their use, adults should not be allowed on the inflatable, except when the risk assessment (carried out prior to the event) identifies a need e.g. to assist an injured child or to assist an individual with a disability.
- (See appendix 2 for guidance for staff supervision)

7.5 Crowd Control:

- If large crowds are expected in the immediate vicinity of the inflatable, then crowd control barriers should be provided by the controller.
- Barriers should be at least 1m high and be capable of withstanding people leaning on them, or being pushed against them.

The perimeter fence should be 1.8 to 2.5 m from closed sides and 3.5 to 4.0m from the open side. The gateway should be 1.0 m wide. The method of operation drawn up by the controller should ensure that users are admitted to the inflatable in a controlled and safe manner.

- Where the public does not have access to the sides or back of the inflatable, or crowd pressures are not anticipated, then a lower standard is acceptable.

7.6 Rules for Users:

As a general rule, the height of the users should not exceed the height of the inflatables outside walls when the user stands on the bouncing surface. Walls of 1.8m or higher (measured from the bouncing surface) are sufficient for users of any height.

Operators should ensure:

- That users remove footwear (except socks) and any other hard, sharp or dangerous objects (such as buckles, pens, purses, badges etc.);
 - Glasses are best removed;
 - Users do not consume food or drink or chew gum on the device;
 - Users do not obstruct the entrance or exit of any inflatable device;
 - Nobody plays on the step or front apron of a bouncy castle;
 - Users do not climb or hang on the walls; and
 - Users who do not conform to height restrictions are not permitted to use the device.
- (See appendix 1 for hire agreement)

8.0 TRAINING

The controller should ensure that all operators receive effective training in the working of the device including:

- The method of operating the device;
- Safe methods of assembly/dismantling, where applicable; and
- How to make a daily check;

The controller should ensure that all operators and attendants receive effective training in the operation of the device including:

- Safe entry/exit for users;
- Safe anchoring of the inflatable;
- Crowd control measures, and barriers;
- Measures to be taken in the event of power failure; and
- Procedures for reporting accidents, defects or breakdowns.

9.0 WHAT TO DO IF DEFECTS ARE FOUND

- If at any time a defect is found which could possibly lead to danger the public must not be allowed to use the device until the cause has been identified and defect remedied. This may include checking all similar components. These should be reported to centre manager if council owned or to the operator.
- If there is any doubt about continued safety, the device should not be used until a competent person has confirmed that it is safe to do so.
- Keep records of all incidents and significant defects in the operations manual, and of any action taken, which may be useful if you need to:
 - give details to HSE, your trade association, insurers, the designer, manufacturer, importer or supplier;
 - discuss the safety implications with a competent person; or
 - provide a detailed accident history to a buyer; or
 - Defend any alleged negligence, claims, etc.

10.0 CONSIDERATIONS FOR TOTALLY ENCLOSED BOUNCERS

In totally enclosed structures the following additional requirements should be satisfied:

- Signs should indicate exits, meeting the requirements of the Health and Safety (Safety Signs and Signals) Regulations 1996;

- An independent support system should be provided for any lighting, emergency lighting and loudspeaker systems;
- The electrical installation should, as a minimum, conform to the requirements of BS 7671, IEE Wiring Regulations (16th Edition);
- Structures designed to accommodate more than 15 people should have more than one exit so that the inflatable can be evacuated quickly. Deflation time should be sufficient to allow the structure to be safely evacuated;
- Emergency lights should be provided as a back-up if a lighting system is installed. The discharge period for the lighting, following supply failure should be sufficient to allow for the complete evacuation of the structure.
- Systems should be fully charged prior to use of the inflatable. Lighting should be proved each day before a totally enclosed inflatable is put into use;
- Electrical cables should be kept adequately secured away from any users or spectators; and
- Electrical equipment exposed to the weather should be protected to BS EN 60529 or be located inside a weather-proof hut or cabin.

11.0 SUMMARY:

Inflatable play equipment can contribute to both the development and enjoyment of users, especially children, and the use of such should be encouraged where appropriate. However, such equipment does also carry inherent risks and these should be managed, using a risk assessment approach, to ensure that they are minimised so far as is reasonably practicable.

If any controllers, operators and/or assistants, have any doubts regarding the safe use of such equipment they should contact their line manager or the Health and Safety Department without delay.

Appendix 1 BIRTHDAY PARTY BOOKING FORM

Completion of this form is taken as confirmation of your booking. Please ensure all details are correct.
The party rate must be paid for in full at time of booking.
Please note: Birthday Party bookings are non-refundable under any circumstances

Parent/Contact Name : _____

Address : _____

Postcode: _____

Contact telephone : HOME: _____
 MOBILE: _____

E-mail address : _____

Estimated No. of children : _____ **Age:** _____

Date of party : _____

Day : _____ **Time :** _____ **to** _____

Special requirements: _____

How did you hear about our parties : _____

I agree to comply with the Terms and Conditions of Hire and Customer Charter as laid down by N, M & Down District Council, a copy of which I have received. Start & finish times of bookings must be strictly adhered to and premises must be vacated at the end of your booking time. Parties must not arrive no earlier than 15 minutes before their party is due to start.

Charge: £ _____ **Payment received: card () cash () R NO.** _____

Customer signature: _____ **Date :** _____

Staff signature: _____ **Date :** _____

Data Protection Act 1998

Information on this form may be used for marketing purposes but will not be divulged to any third party. Please tick the box if you do not wish to receive information about the centre that we may send.

HIRE AGREEMENT FOR _____ CENTRE:

PARTY AND BOUNCY CASTLE OPERATION/SUPERVISION

It shall be the responsibility of the hirer (customer) in so far as is reasonably practicable, to ensure the safety of users. The hirer must nominate a responsible person to supervise the Bouncy castle and that they receive and sign the NMDDC Bouncy Castle supervision form (Appendix 2) prior to commencement of the booking. Council shall not accept responsibility for injury caused to any person(s) or damage caused, as a result of activities undertaken by persons attending the party. The hirer must be over 18 years of age, whilst any responsible person / agent must be over 16 years of age.

Whilst a member of council staff will monitor the supervision every 20 min approx, to ensure supervision are taken place, the hirer shall remain responsible for the activity, and shall ensure that a responsible member of their party supervises the castle at all times and whom should be in a position to assist the children and enforce discipline.

Additional Entertainment

Where customers wish to engage an outside agency to provide additional entertainment, i.e. clowns, face painters etc. the customer must seek permission from centre management. Said entertainers must also supply evidence of public liability insurance and a written child protection policy.

Photography

Photography within the centre is permitted: only where the organiser signs the relevant form (See reception to obtain same), must be within the sports hall or party room and additionally customers must have the permission of relevant parent(s)/guardian(s) to capture images of children.

(The section below is to completed by the hirer and will be retained by reception)

I have read and understand the information and instructions contained, and agree to abide by their requirements.

Name of Hirer _____ Tel no(s) _____ / _____

Party Time: _____ Party Date _____

Approximate number of children attending: _____

Age of children attending party, from _____ to _____

Signed (Hirer) _____ Dated _____

APPENDIX 2: NMDDC Guidance for Supervision of Bouncy Castles

BOUNCY CASTLE SUPERVISION

It shall be the responsibility of the Hirer to ensure a responsible person (16 +) supervises the activity on the Bouncy Castle at all times, and whom should be in a position to assist the children and enforce discipline. They should use a whistle or other signal and take action at the first sign of any misbehaviour. Somersaults and rough play should not be allowed.

The following instructions should be followed as a means of minimising the risk of injury:

1. Children to be of similar age/size
2. Keep off the front Apron
3. Users must be under 14yrs of age
4. Shoes and trainers must be removed before going onto the Bouncy Castle.
5. No wrestling.
6. No somersaults.
7. No sharp objects allowed on or near the Bouncy Castle.
8. No climbing onto or over the walls.
9. No eating or drinking is permitted on the Bouncy Castle.
10. There should be no tampering with the Bouncy Castle, its air blower or the switches turning the blower on and off.
11. No tipping the Bouncy Castle.
12. Numbers should be restricted, but limits will depend on the age and the size of those using the castle. More boisterous users should be separated from the smaller ones. The number of users at any one time should be limited to allow each user enough room to play safely.
13. Users should rest after 5 minutes of use

A member of staff will monitor the supervision every 20 min approx.

Procedures for reporting accidents, defects or breakdowns, contact the nearest attendant or reception

(Delete as appropriate)

Bouncy Castle Name _____	Small / Medium	Large	Extra Large
Max Users:	Small/Medium	Large	Extra Large
Up to 1.5 mtr in height	6	7	8
Up to 1.2 mtrs in height	7	8	9
Up to 1 mtr in height	8	10	14

Date: _____

Time: _____

Responsible person Name: Print _____ **Signature:** _____

Staff Name: Print _____ **Signature:** _____

BOUNCY CASTLE SUPERVISION

1. The Operator needs to be proactive and ensure that they enforce the regulations as stated on the original Bouncy Castle Guidelines. Ensure you know these regulations – copies are available from the Duty Officer in the Centre.
 2. Operator needs to make sure that those using the Bouncy Castle know that you are in the Hall to supervise the Bouncy Castle.
 3. Ensure that you remain close enough to the Bouncy Castle to take evasive action quickly to prevent any dangerous situations arising. **At no time should supervising staff be more than two metres away from the front of the Bouncy Castle while the Bouncy Castle is in use.**
 4. Always remain vigilant to potential or real dangers e.g. a small child on the Bouncy Castle with number of larger children.
 5. Be ready to shout instructions to those using the Bouncy Castle if you notice they are doing anything potentially dangerous to themselves or others.
 6. Ensure that you have clear and complete vision of the whole of the Bouncy Castle floor at all times.
 7. Ensure that the area in front of the Bouncy Castle is free of obstacles and trip hazards which may be a danger to those going on to, **or**, coming off the Bouncy Castle.
 8. Ensure that safety mats remain in place at the front of the Bouncy Castle to protect those coming off the Bouncy Castle. Also ensure that the mats are kept clear of shoes, balls and toys etc. which are trip hazards.
 9. Remove the fan blower's plug when there is no one on the castle. i.e. when the children are getting food and when the activity is finished.
 - 10. NEVER USE YOUR MOBILE** - As with all other times during your shift, ensure you are **not** carrying a mobile phone **or** anything else which may cause you to be distracted while carrying out your duties.
-

APPENDIX 3: Pre operational check sheet Internal Usage

1	Are bolts and screws to the blower properly secured		
2	Are guards secured over the air inlet and outlet?		
3	Is the blower inflation tube connection in good condition and firmly fixed to bower?		
4	Is the castle on a clear area of ground?		
5	Is the castle placed on flat ground? No more than 5% gradient.		
6	Is the castle adequately secured to the ground? (N/A as supervised at all times)		
7	Have electrical cables been secured away from users?		
8	Is there restricted access to the blower?		
9	Has a RCD circuit breaker been supplied?		
10	Have safety mats been provided at exits?		
11	Physical Damage e.g. seams/fabric		
12	Signs of wear and tear?		
13	Plugs, sockets and switches intact?		
14	Extension Leads/cabling damage free?		
15	Blowers & Tubing damage free?		
16	Any exposed electrical contacts found?		
17	Verbal advice provided to customer? Age of users permitted? Max number of people permitted on castle?		

Inspection Carried Out By : (Block Capitals) _____ ON

Signature:

	ITEM	CHECK	COMMENTS
1	Is the correct blower specified for the castle being used?		
2	Is the air pressure sufficient to give a reliable and firm footing?		
3	Are bolts and screws to the blower properly secured		
4	Are guards secured over the air inlet and outlet?		
5	Is the blower inflation tube connection in good condition and firmly fixed to bower?		
6	Is the castle on a clear area of ground?		
7	Is the castle placed on flat ground? No more than 5% gradient.		
8	Is the castle adequately secured to the ground? (N/A as supervised at all times)		
9	Have electrical cables been secured away from users?		
10	Is there restricted access to the blower?		
11	Has a RCD circuit breaker been supplied?		
12	Have safety mats been provided at exits?		
13	Physical Damage e.g. seams/fabric		
14	Signs of wear and tear?		
15	Plugs, sockets and switches intact?		
16	Extension Leads/cabling damage free?		
17	Blowers & Tubing damage free?		
18	Any exposed electrical contacts found?		
19	Verbal advice provided to customer? Age of users permitted? Max number of people permitted on castle?		

Inspection Carried Out By : (Block Capitals) _____ ON

Signature: _____

A separate sheet to be completed for each unit and any defects recorded in the comments boxes

Completed sheets to be returned to the office at end of shift

APPENDIX 4: GENERIC RISK ASSESSMENT

ACTIVITY COVERED:		BOUNCY CASTLES – GENERAL	
Reference No:	104	Version:	2.0

GENERAL HAZARDS	Risk Rating			Who at Risk	
	Low	Med	High	Emp	MoP
Changeable weather conditions					
Loss of pressure – failure of fabric, power to blower					
Slips, trips, falls					
Inappropriate behaviour					
Inadequate separation – age and size					
Manual handling					
Fire					
Inappropriate clothing and footwear					
Entrapment					

Electric					

PRIMARY LEGISLATION/REFERENCES:
Health and Safety at Work (NI) Order 1978
Management of Health and Safety at Work Regulations (NI) 2000
Power Regulations, Manual Handling Regs
HSE Info Sheet – Safe use and operation of Play Inflatables, including Bouncy Castles

CONTROL MEASURES	Check
PLANNING:	
For equipment post Jan 2002 – Declaration of Operational Compliance issued	

Number and maximum size of users to be determined from manual	
Where there are large crowds (over 50) crowd barriers to be used	
Identify and supply suitable landing mats i.e. suitable impact absorbency	
If external contractors being used ensure all relevant checks are carried out	
PHYSICAL:	
Ensure castle is properly anchored.	
Ensure any hard landing is covered by mats extending 1.2 metres from open side, which are adequately secured	
Blowers to be sited out of any possible contact by user and guarded if necessary	
Castle to be only used outside when wind is less than Force 5 – fresh breeze	
Ensure users remove footwear except socks and any other hard objects (pens, badges)	
Do not allow users to obstruct entrance or exits or play on step or apron	
Keep entrance and exit areas clear of onlookers	
No climbing or hanging on to walls	
No food or drink to be consumed	
MANAGERIAL/SUPERVISORY:	
Ensure that correct number of attendants are supervising at all times (at least one) and/or an adult that will present throughout the period of use has responsibility for safe use	
Ensure that bouncy castle is not overloaded with users and that there is size separation	
Ensure that the castle is inspected pre use and maintained to operations manual	
Ensure defect, accident and incident reporting system is in place, including relevant remedial action	
TRAINING:	
General Health, Safety and Fire Induction and Refresher Training	
Effective training on assembly and dismantling, method of operation, entry and exits etc.	
Appropriate manual handling training	
First aid training as applicable	
Provide basic health and safety instruction to adults where they alone will be supervising the activity i.e. during children's birthday parties, etc.	

Appendix 5 SITE/TASK SPECIFIC RISK ASSESSMENT

On each site the generic risk assessment must be validated by reviewing the specific aspects/circumstances

SITE LOCATION/SPECIFIC TASK:	
Max number of people involved in activity:	
Frequency and duration of activity:	

Additional hazards identified (whether site or activity orientated):			
Additional control measures required:		Who to action and by when:	
Assessment of Remaining Risks:	Low	Medium	High

Circumstances which may require additional information:

Circulation of risk assessment:				
Operative:	Manager / supervisor:	Dept H&S Notice Board:	H&S Advisor:	

Assessment completed by:				
Name:	Date:	Signature:		
Review record:				
Next review due:	Reviewed by:	Date:		

APPENDIX 6: CONDITIONS TO BE MET WHEN HIRING A PLAY INFLATABLE.

When enquiring about play inflatables ensure you give the potential supplier as much information as you can e.g. if it is to be an indoor/outdoor event, the size of the site, the scale of the event and the likely age of the users. This information will help the supplier to determine the appropriate play inflatable to suit your needs.

In addition to giving information you should ask the right questions to ensure that the supplier is providing you with equipment that is up to standard. The following questions should enable you to hire a quality product. If the hirer answers no to any of the essential criteria then they should not be hired for your event.

Questions	Essential criteria
Is the equipment certified under PIPA, ADIPS or RPII schemes with test certificates/tags available? (within last 12 months)	
If not certified under the above scheme, when it was last subjected to a full inspection by a competent person who is recognised by an accredited third party. Documents to be provided	
If not certified under the above scheme, what interim inspections are carried out, by whom, and what evidence is available?	
Does it come with full instructions on its safe operation and/or a manufacturer's manual?	
When fully set up (including the safe distance required for the blower unit) will the inflatable still fit on my site?	
Are the inflatables and generators PATT tested	
Is the equipment clearly marked regarding limitations if use i.e. maximum number of users, user heights, etc.?	
What fault reporting procedures are in place, and what action is then taken?	
What insurance arrangements are in place (do they have public liability insurance)?	
Questions	Desirable criteria
Is the potential supplier registered with a recognised association i.e. Association of Inflatable Manufacturers, Operators, Designers, Suppliers (AIMODS) www.performancetextiles.org.uk ; National association of Inflatable Hirers (NAIH) www.niah.co.uk ; British Inflatable Hirers Association (BIHA) www.biha.co.uk Note that such can usually be verified using the websites	

Note: Obtain copies of certification in advance, especially with regards to testing.

APPENDIX 7: Pre operational check sheet External

PLAY INFLATABLE TYPE /NAME: -

DATE OF HIRE: - / /

CUSTOMER NAME:-.....

SAFE OPERATION - SET UP CHECKS			
Pressure	Yes	No	Action taken
Is the correct blower specified for the device being used?			
Is the air pressure sufficient to give a reliable and firm footing?			
Are bolts and screws to the blower properly secured?			
Are guards secured over the air inlet and outlet?			
Is blower inflation tube connection in good condition and firmly fixed to the blower?			
Has casing been provided over plug and socket connections to prevent accidental power loss? (Recommended)			
Siting and location	Yes	No	Action taken
Has structure been placed on clear area of ground e.g. free of debris/stones etc.?			
Have checks been carried out on the proximity of overhead cables, fences and trees etc.?			
Has structure been placed on flat ground? (No more than 5% gradient)			
Has maximum wind speed been checked for structure? (As per manufacturers advice)			
Anchorage			
Is inflatable adequately secured to the ground?	Ground stakes <input type="checkbox"/> Anchor ropes <input type="checkbox"/> Sandbags <input type="checkbox"/> Other weights <input type="checkbox"/> Other <input type="checkbox"/>		

Do anchor points pose a tripping hazard to users?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Action taken
Electrical checks	Yes	No	Action taken
Have electrical cables been secured away from users?			
Has a residual current device (RCD) been supplied? (Recommended)			
Are cables protected from water damage? <i>Equipment exposed to the weather should be protected to BS EN 60529</i>			
Access / egress	Yes	No	Action taken
Have safety mats been provided at exits? Hard landing surface such as grass, dense gym mats or equivalent material at least 25 mm thickness but not >125 mm, extending at least 1.2 m from the open side.			
Customer safety advice			
Have written safety instructions been provided to the customer including advice on supervision? Recommended	Y/N	If no has verbal advice been given? Y/N	
Has the following information been supplied to customer? -Age of users permitted -Maximum number of people permitted on the inflatable <i>Manufacturer operations manual should specify this information.</i>	Y/N Y/N		
Has customer been offered a demonstration? Recommended	Y/N		
Staff Training			
Details of any staff training e.g. Safe set up and operation/Post use checks /Safety advice to customer			

POST USE CHECKS			
Visual	Yes	No	Details/Any action taken
Physical Damage e.g. to seams?			
Signs of Wear & Tear?			
Plugs, sockets and switches intact?			
Extension Leads/cabling damage free?			
Blowers and tubing damage free?			
Any exposed electrical contacts found?			

Controller :-

Date:-

Operater-

Date-

APPENDIX 8 SAFETY AND MAINTENANCE RECORD

PLAY INFLATABLE NAME :-

MAINTENANCE RECORDS	
Repairs	
Details of Repairs Required	
Details of action taken	Date inflatable deemed safe for hire/...../.....
Modifications or alterations	
Details of modifications/alterations required.	
Are any modifications/alterations to be carried out safety critical?	Y/N <i>If Yes Consult BS EN14960:2006 and seek advice from competent person</i>
Post modification/alteration	Date inflatable deemed safe for hire...../...../..... By Whom :- Operator <input type="checkbox"/> RPII <input type="checkbox"/> Other <input type="checkbox"/>

Annual checks		
Inflatables inspected annually by an inspector from Register of Play Inspectors (RPII)? Last inspection date/...../..... Certification details.....	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does the hirer conform to the PIPA Scheme? (Recommended) Tag and certificate available? Details	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Details of Annual PAT testing carried out?		

Operator :-

Date:-

APPENDIX 9: THE SAFE USE OF ELECTRICAL AND PETROL BLOWERS

Safe Use of Electrical Blowers

1. Do not use wet hands when operating electrical equipment. Make sure that your hands and the area are completely dry.
2. If you are on a hard surface the blower must stand on a mat to absorb vibrations.
3. Electric blowers cannot over-inflate a unit. They must be kept blowing all the time the inflatable is being used.
4. Electric cables must be safely routed out of children's way. Cables must be safely taped down.
5. Protect cables and electric blower by use of a circuit breaking device.
6. If using an extension cables ensure that they are fully unwound otherwise overheating may occur and melt through the cable.
7. Again, always route cables safely away from children and tape down.
8. Keep children and pets away from the electric blower when in operation.

Safe Use of Petrol Blowers

1. Before use make a visual check to ensure the blower is undamaged i.e. there are no exposed wires or loose bolts, screws etc. and the mesh guards over the air inlet and outlet are secure and intact. Do not use if damaged.
2. Place the blower at least 1m (3ft) away from buildings or other equipment while operating it.
3. If the blower is being used on hard ground it must be placed on a mat to absorb the vibrations.
4. NEVER run the blower in an enclosed area as the exhaust gases contains poisonous carbon monoxide.
5. Operate on a level surface as spillage may result if it is tilted.
6. Do not operate with wet hands.
7. The Petrol Blower should always be surrounded by a barrier during use and not left unattended whilst children are in the area.
8. Keep children and pets away from the blower when in operation. Parts of the blower become hot during operation and there is a possibility of burns.
9. Know how to stop the blower in an emergency and understand all the controls before operation.
10. Never permit anyone to operate the blower without proper instructions.
11. The petrol level must always be checked before use, as the blower must never be refuelled when it is running or when it is hot.
12. If refuelling is required after you have started using it, leave the blower at least half an hour to cool down. A service area should be provided for the blower.
13. Refuel the cool blower in a well-ventilated area with the engine stopped.
14. Do not overfill the tank as there should be no fuel in the filler neck.
15. Ensure that the cap is replaced tightly.
16. If any fuel is spilled clean it up completely and allow the vapours to disperse before re-starting the engine.
17. Make sure that any petrol for refuelling is stored away from the blower in a secure place out of the reach of children and where it will not constitute a fire hazard.
18. The silencer becomes very hot during operation and for a while after stopping the engine. Be careful to avoid touching it at these times and leave to cool for at least 15 minutes before transporting it or packing away.
19. Do not smoke near the engine or the petrol.
20. Do not place anything on the engine as this may constitute a fire hazard.
21. Do not place flammable objects such as petrol or matches close to the engine.
22. A fire extinguisher should be available in case of fire. This must be an extinguisher suitable for petrol/engine fires i.e. Dry powder, Foam or CO2.

**NEWRY MOURNE AND DOWN DISTRICT COUNCIL
POLICY AND FRAMEWORK FOR THE USE OF PLAY INFLATABLES
ON/IN COUNCIL OWNED PROPERTIES.**

1. Title

The policy acknowledges that play inflatables are an important aspect of community festivals and are a source of income generation for council buildings as well as to communities running council owned community facilities.

2. Statement

Council approves this policy and any associated implementation as a commitment to assist communities with the safe use of play inflatables, through the provision of equipment (in some council buildings) and signposting to relevant support services including risk assessments.

3. Aim

The aim of this policy is to build on the Council's civic leadership role and give appropriate consideration and recognition to communities use of play inflatables as an important aspect of community engagement and capacity building within the Newry, Mourne and Down District Council area.

4. Scope

- 4.1 The policy applies to the use of play inflatables by council staff and by the community and voluntary sector on council property.
- 4.2 While this is a corporate policy, implementation of the policy will be primarily delivered Active and Healthy Communities Department.
- 4.3 The scope of the policy will extend to providing advice, training and equipment in some instances.

5. Policy Owner(s)

Director of Active and Healthy Communities
Liam Hannaway, Chief Executive

6. Contact details in regard of this policy are:

Director of Active and Healthy Communities

7. Policy Authorisation

Committee / Council considered on _____

Committee / Council authorised on _____

8. Policy Effective Date _____

9. Policy Review Date

The policy will be reviewed in line with the Council's agreed policy review cycle i.e. every 4 years (as per Council's Equality Scheme commitment 4.31).

10. Implementation

The associated implementation will be guided as per the scope of the policy outlined in section 4, taking specific cognisance of section 4.4.

11. Equality Impact Assessment

The policy has been equality screened and it is recommended it not be subject to an equality impact assessment.

FRAMEWORK

<p>What is a play inflatable?</p>	<p>The types of inflatable devices that will come within the scope of this guidance note will include dry inflatables for internal and/or external use, including:</p> <ul style="list-style-type: none"> a. open-sided, often referred to as flatbeds (distinguished by their lack of walls); b. open-fronted, often referred to as 'castles' (these have walls on all sides except one); c. totally enclosed e.g. disco bouncers (all sides enclosed by an inflatable dome)
<p>Who is it applicable to?</p>	<p>The guidance provided is to be consulted by any NM&DDC employees or community association who manage premises on the council's behalf with responsibilities for:</p> <ul style="list-style-type: none"> a. purchasing/hiring of inflatable equipment; b. erecting and dismantling inflatable equipment; c. supervising the users of inflatable equipment; and d. ensuring the safe use of inflatable equipment.
<p>Responsibility for risk assessment?</p>	<p>Where an inflatable device is to be used and operated by NM&DDC staff then they must carry out the risk assessment, ensuring it is suitable and sufficient, and such must be reviewed if there is any reason to suspect it is no longer valid i.e. any change in circumstances.</p> <p>Where non NM&DDC staff are to use/operate an inflatable device, but will do so on NM&DDC property, or on behalf of NM&DDC at an event, then it is reasonable to require that they carry out the risk assessment, but the relevant NM&DDC staff or community association who manage a council owned community facility i.e. those responsible for organising and/or controlling the event, have a duty to ensure that it is completed, that it is suitable and sufficient, that the relevant control measures are implemented, and that it is reviewed as required.</p>
<p>Checks when purchasing or hiring</p>	<p>Where any inflatable play devices are to be purchased and/or hired in, including renting them as part of a package, then only reputable manufacturers/suppliers should be used (they should be registered with their local council), and you must ensure, so far as is reasonably practicable, that the inflatable device(s) comply with the current BS/EN standards for design and fire safety.</p> <p>For devices manufactured after January 5th 2002, a declaration by the manufacturer that the inflatable has been manufactured to the appropriate design and in an appropriate manner must be obtained on purchase.</p>

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Renewal of lease for Boulevard Restaurant, McGrath House, Newry
Reporting Officer (Including Job Title):	Janine Hillen Assistant Director of Community Engagement
Contact Officer (Including Job Title):	Julie Mc Cann Head of Community Services, Facilities and Events

Decisions required:	
For decision	<input checked="" type="checkbox"/> For noting only
1.0	Purpose and Background:
1.1	The Boulevard Restaurant operates out of the Council owned McGrath House, Newry. The current lease for Boulevard Restaurant, Newry has expired on 13 October 2018.
2.0	Key issues:
2.1	<ul style="list-style-type: none"> • Current rental was £18,000 per annum excluding rates, electricity and insurance. • Land Property Services has carried out a valuation which suggests a reduced rate of £14,000 per annum. • Clause 5(d) provides the option for the lease holder to renew for a further three year period (i.e. - up to 13 October 2021).
3.0	Recommendations:
3.1	<p><i>That the Committee agree to :-</i></p> <ul style="list-style-type: none"> • <i>Renew lease agreement for the Boulevard Restaurant for a further 3 year period – up to 13th Oct 2021.</i> • <i>Update annual rental as suggested by LPS (£14,000 per annum)</i>
4.0	Resource implications
4.1	Loss of £4,000 per annum in rent
5.0	Equality and good relations implications:
5.1	No equality or good relations issues are anticipated.
6.0	Appendices
	None

Report to:	Active Healthy Communities
Date of Meeting:	19 th Nov 2018
Subject:	Remedial works at Mullaghbane CC
Reporting Officer (Including Job Title):	Janine Hillen (Assistant Director Community Engagement)
Contact Officer (Including Job Title):	Julie Mc Cann (Head of Community Services, Facilities and Events)

For decision	x	For noting only	
1.0			Purpose and Background
1.1			Mullaghbane Community Centre is a Council managed community centre. Following the completion of Fire Risk Assessments and condition reports; a list of remedial works has been identified. The Building is currently leased by the Council from the Parish but as detailed within the legal agreement, all repair and maintenance requirements remain the responsibility of Council.
2.0			Key issues
2.1			<p>The majority of identified works are to the rear of the property. For example;</p> <p><i>"Direction of door openings on the final exit doors from the corridor providing alternative escape from hall/multi-purpose area (ground floor to rear) should open in direction of escape and be fitted with push bars. As these doors are also used for access to the building the push bars are to be fitted should also be openable by a key from outside".</i></p> <p>Councils Estates Department has drawn up plans and Building Control approval has been given for this element of the project.</p> <p>In addition, substantial cracks on the gabel wall are a cause of concern. A condition survey has been carried out and a course of action for remedial works has been identified. (See appendix 1).</p> <p>The building also needs painted as well as new guttering and downpipes.</p>
3.0			Recommendations
3.1			Committee to consider and agree to the remedial works at Mullaghbane Community Centre subject to a suitable business case being established.
4.0			Resource implications
4.1			The cost of these works is approximately £47,000 which will be found through current underspends with the community engagement capital budget.
5.0			Equality and good relations implications
5.1			No equality or opportunity or good relations adverse impact is anticipated.

6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered
7.0	Appendices
	Appendix 1: Mullaghbane Community Centre Crack Survey
8.0	Background Documents
	<i>None</i>

Mullaghbawn Community Centre

Crack Investigation



Unit A3, Harbour Court, Sydenham Business Park,
5 Heron Road, Belfast, BT3 9HB
Tel: +44 (0) 28 9073 8100 Email: info@mcfassoc.com

www.mcfassoc.com

Client:**Newry, Mourne and Down District Council**
 Oifig an Iúir
 Newry Office
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 Newry
 BT35 8DJ

Mullaghbawn Community Centre

Crack Investigation

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Issue and Revision Record:

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1.0 EXECUTIVE SUMMARY

- 1.1. McFarland Associates Ltd (MAL) were instructed by Gavin McVeigh of Newry, Mourne and Down District Council (NMD), on 10th September 2018, to undertake a visual inspection of the cracking of a gable wall at Mullaghbawn Community Centre.
- 1.2. Inspection works were carried out by MAL on Thursday 4th October 2018.
- 1.3. The cracking ranged from very fine (<0.3mm) up to medium (0.5 - 1.5mm).
- 1.4. Breakouts through the render to the original wall were undertaken at four locations to determine the depth of the cracking. At all the locations investigated, the cracking did not appear to propagate into the original wall construction.
- 1.5. It has not been determined whether the cracks are live or dormant. This can be determined through ongoing monitoring through a period of time. However, observations would suggest that the cracks appear to be dormant.
- 1.6. Despite no monitoring being undertaken it is recommended that the cracks are repaired using a reinforced plastic coating system such as Elastoflex filler or façade paint or similar equivalent.

2.0 INTRODUCTION

McFarland Associates Ltd (MAL) were instructed by Gavin McVeigh of Newry, Mourne and Down District Council (NMD), on 10th September 2018, to undertake a visual inspection of the cracking on a gable wall at Mullaghbawn Community Centre, Tullymacreeve Road, Mullaghbawn.

Inspection works were carried out by MAL on Thursday 4th October 2018.

3.0 SCOPE OF SURVEY AND INVESTIGATIONS

The extent of the survey was limited to south east gable on the original building (Figure 1 and Figure 2).

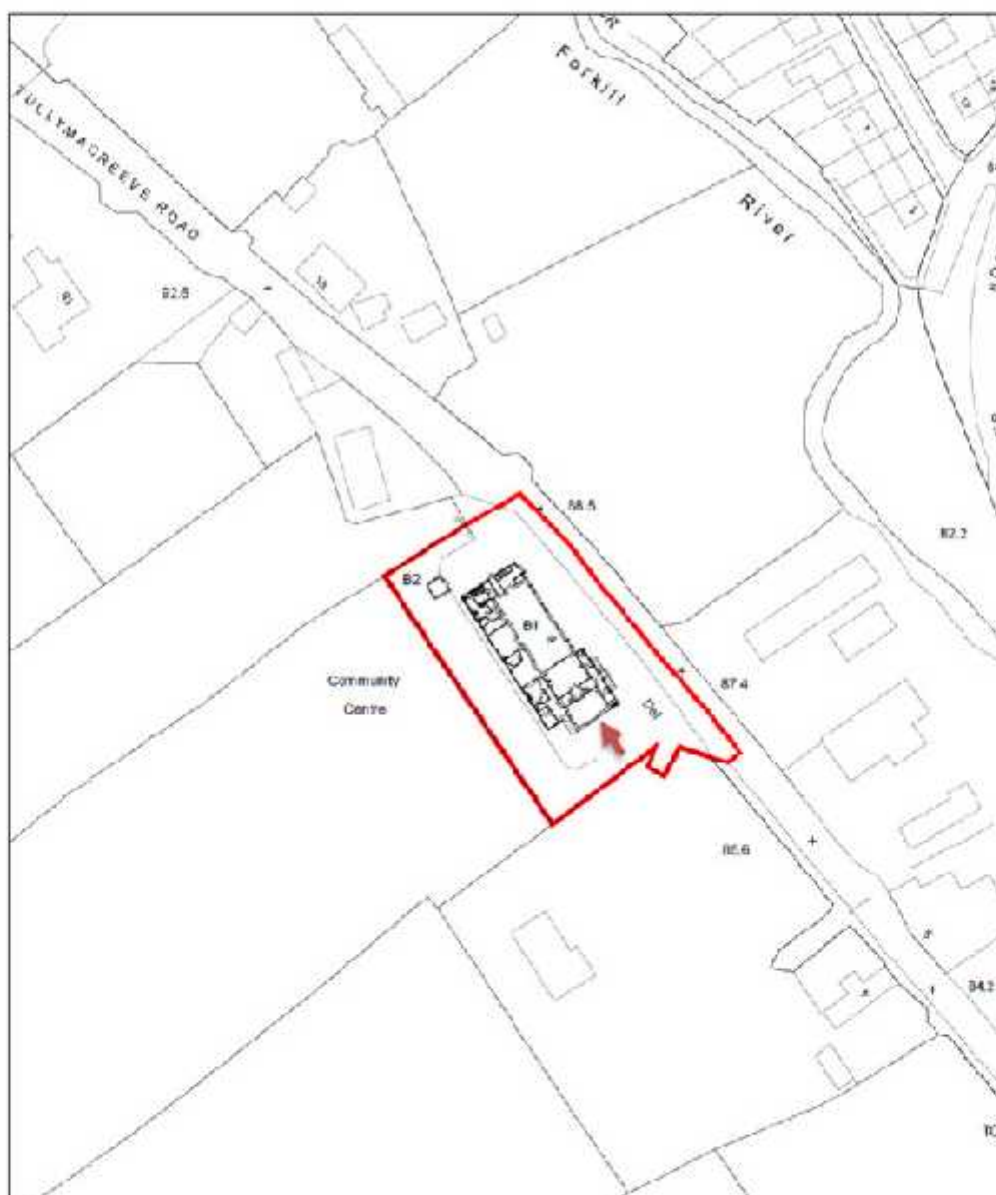


Figure 1 - Survey Location



Figure 2 - Surveyed Gable Elevation

Within the survey area, MAL's Brief involved undertaking the following Works:

- A visual inspection of the south east gable render system;
- Mapped the extent of the visible cracking;
- Measurement of the length of all visible cracking;
- Measurement of widths from a selection of visible cracking; and
- Production of a report detailing the findings of the investigations and subsequent recommendations for repair.

4.0 CAVEATS & EXCLUSIONS

Any information made available to us in the course of the investigation whether verbal or in the form of drawings, documents, reports etc. has been assumed to be bona fide and of reliable content.

5.0 BRIEF DESCRIPTION OF THE STRUCTURE

From anecdotal evidence, it is believed that Mullaghbawn Community Centre is of traditional stone construction believed to be of the order of circa 100 years old located on Tullymacrieve Road in Mullaghbawn (Figure 1 and Figure 4). Used at various stages as a factory, school, dance hall, youth hall and parochial hall, it has undergone a major extension on three sides of the building to create additional space (Figure 3).



Figure 3 - Plan of Building Illustrating Areas of Original and New Construction

6.0 LOCATION PLAN



Figure 4 - Location of Mullaghbawn Community Centre

7.0 FINDINGS & OBSERVATIONS

7.1. VISUAL INSPECTION AND CRACK INVESTIGATION

A visual inspection and crack investigation of the gable wall was undertaken.

Breakouts were carried out by NMD Facilities Management on areas selected by NMD prior to the inspection and focused on four points as illustrated in Figure 5 below.

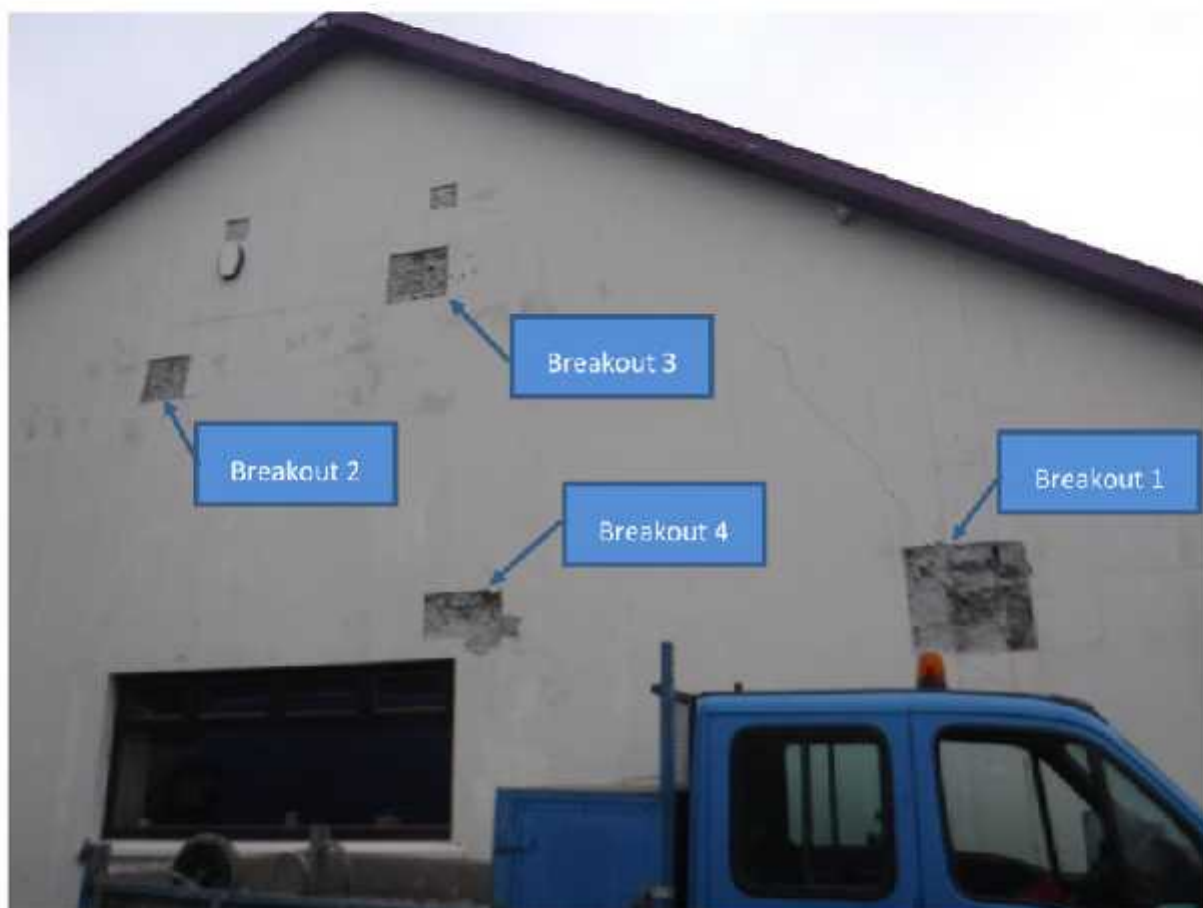


Figure 5 – Location of Breakouts on the Gable Wall

The observed cracking ranged from very fine ($<0.3\text{mm}$) to medium ($0.5 - 1.5\text{mm}$) as defined by the Concrete Society in Technical Note 22. The average crack width was circa. 0.4mm (refer to Appendix A).

The observed depth of cracking at the breakout locations was predominately limited to the render coating (Figure 6), seldom penetrating the plaster coat and not visible within the original stone construction (Figure 7).

Additionally, moss growth was observed at numerous locations along the cracks which would suggest that the crack is not active (Figure 8).



Figure 6 - Close up of Crack at Breakout 1 Showing Minimal Depth of Cracking



Figure 7 - Breakout 2 with no Signs of Cracking in Original Substrate



Figure 8 - Moss Growth was Observed Which may be Indicative of an Inactive (Dormant) Crack

8.0 SUMMARY

The 'very fine to medium cracking' was observed to be predominately limited to the render coating and rarely penetrated through to the plaster coat. The presence of moss within some of the cracks would suggest that the cracking is inactive (dormant). However, to confirm this, monitoring should be undertaken.

9.0 RECOMMENDATIONS

All surfaces of the gable wall should be hammer rapped to determine any locations of boast/delaminated render. Any instance of loose material should be saw cut out at an angle perpendicular to the outer surface to the depth of the stone and reinstated, flush with the plaster, with a concrete repair material such as Betofix R2 or similar equivalent.

Despite no monitoring being undertaken and since the cracking is generally limited to the render, a reinforced plastic coating system such as Elastoflex filler or façade paint or similar equivalent should be applied (Appendix B).

Non-functioning old coatings along with algae and moss must be removed. The render either side of any remaining cracks should be removed back to the plaster. Any cracking within the plaster larger than 2mm should be chased out wedge shaped, pre-treated with Primer SV and closed with Betofix RM. Remaining cracks should be thoroughly cleaned and the remaining plaster must be clean, sound, dry and absorbent.

The surface of the breakouts should be primed with Primer SV before being reinstated with a concrete repair material such as Betofix R2 repair mortar or similar equivalent to be flush with the plaster.

The prepared surfaces should be coated in either Elastofix filler or façade paint according to manufacturer's guidelines (Appendix B).

Appendix A

Crack Survey Drawing

Notes

Survey was undertaken in October 2018.
 Drawing is not to scale
 This drawing is for indicative only.

Legend:

- Crack Width:**
- Very Fine (<0.3mm)
 - Fine (0.3mm - 0.45mm)
 - Medium (0.5mm - 1.5 mm)
 - Wide (>1.5mm)



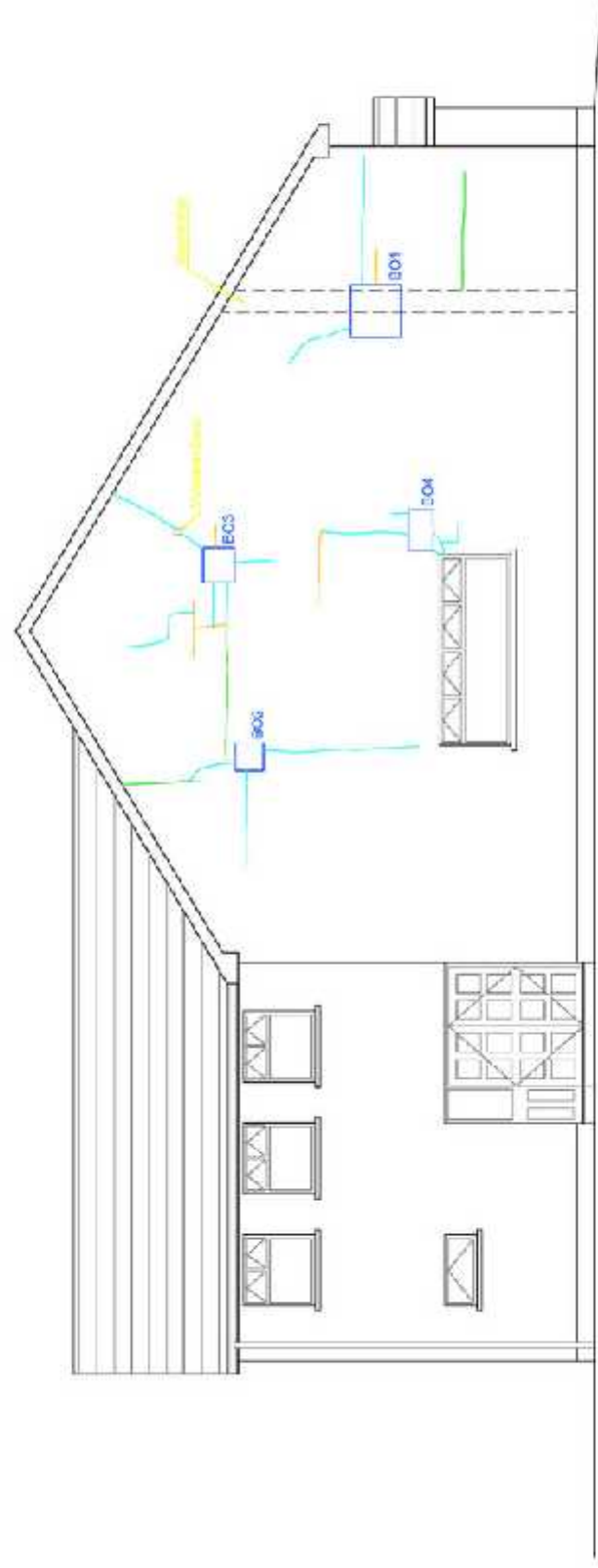
Break-Out 3



General View



Break-Out 2



Gable Elevation D



Break-Out 1



Break-Out 4

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2.0	1.0	AW	05/12/18
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100.0	1.0	AW	05/12/18

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Appendix B

Technical Data Sheets



Technical Data Sheet Art. No. 2989

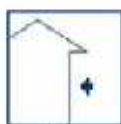
Elastoflex Filler Paint

Highly elastic primer with good filling properties for the Elastoflex Coating System

Acrylic-acid ester copolymer dispersion with extenders and pigments



Water based



For use outdoors



Working temperature



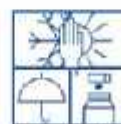
Filling knife



Brush/roller



Application rate per working operation



Store frost-free and cool, protected from moisture in closed containers



Shelf-life

Range of use

Because of Elastoflex Filler Paint's properties, it can be used in combination with Funcosil BI and Elastoflex Facade Paint to produce water repelling, carbon dioxide-tight, protective coatings when restoring concrete, not only on synthetic resin bound but also cementitious restoration systems in outdoor areas.

It can also be used as a good filling primer on aerated concrete. Load-bearing, tightly adhering old coatings on a cementitious or synthetic resin bound base can be coated over which, in many cases, saves expensive removal of old coatings.

Elastoflex Filler Paint can be used as an elastic primer with or without reinforcement on cracked facade surfaces (crack group I and II in the relevant BFS Codes of Practice), cementitious renders (DIN 18 550) mortar group P II and P III (see WTA Code of Practice).

Characteristic data of the product

Characteristic data of the product in the packaged state

Binder base:	UV cross-linking acrylate copolymer
Pigments:	TiO ₂
Extender:	cementitious fillers
Density:	approx. 1.2 g/cm ³
pH value:	> 8.5
Thinning agent:	water
Colour:	off white

Characteristic data of the coating

Surface texture:	depends on application method
Degree of gloss:	matt
Alkali resistance:	given up to pH 14

Property profile

Elastoflex Filler Paint is used as a highly elastic intermediate coating in the Elastoflex System. It is easy to apply and can be used for the most various requirement profiles in an elastic coating system. Elastoflex Filler Paint is distinguished by high crack-bridging and good filling properties.

Substrate

The substrate must be clean, sound, dry and absorbent. Remove non-functioning old coatings as well as alga, lichen and moss. Cracks wider than 2 mm should be chased out wedge shaped and pre-treated with Primer SV. After a sufficient drying, close with Betofix RM, if necessary, in several working operations.

The substrate should be prepared according to the guide lines for scrub-proof and weather resistant dispersion paints. The BFS Codes of Practice for the relevant working areas should especially be observed.

Directions

Coat cracked facades made of concrete and cementitious renders of mortar group P II and P III with crack group II in accordance with Code of Practice Nr. 19 issued by the German Federal Committee on Paint and Material Asset Protection (BFS).

Prime surfaces with Primer SV, use Fungosil BI on concrete. The application rate is up to approx. 0.3 l/m² dependent on absorbency of the substrate.

Elastoflex Filler Paint is then applied evenly over the whole surface using a brush, roller or stainless steel trowel. To reinforce, bed latticed glass tissue (e.g. Kobau Latticed Glass Tissue 5/5 textile glass fibre, 180 µm thick with a mesh width 1.5 x 1.5 mm) fold and blister-free into the wet coating, starting at the top. Make sure that the glass tissue is overlapped at least 10 cm. If overlapped tissue or mesh is visible, it can be covered after the reinforcement layer has dried by coating with Elastoflex Filler Paint. After a drying time of at least 24 hours, apply two coats of Elastoflex Facade Paint with a

waiting time of at least one day between coats.

Notes

Do not interrupt work while coating a continuous surface. For larger surfaces that have several levels of scaffolding, carry out work on all levels at the same time to avoid seams. Always work wet-on-wet. Protect from direct sunlight, rain, wind and temperatures below +5°C according to the rules of the trade.

Follow-up work should only be carried out after complete drying, at the earliest after 24 hours.

As a filling first coat on aerated concrete

Repair larger defective areas with a repair compound for aerated concrete according to the manufacturer's directions. Prime untreated surfaces with Primer SV or, as an alternative, with Hydro Deep Primer. The application rate is 0.3-0.5 l/m² depending on absorbency.

Smooth surfaces

Apply Elastoflex Filler Paint with a lambskin roller. Depending on the absorbency of the substrate and/or weather conditions, Elastoflex Filler Paint can be thinned in any ratio with Elastoflex Facade Paint. The application rate is 0.5-0.8 l/m² depending on substrate condition. Coat joints sparingly with a brush, avoiding uneven collection of paint.

Textured surfaces

Apply Elastoflex Filler Paint evenly with a lambskin roller and texture as desired with a corresponding textured roller.

The application rate is 0.7-1.0 l/m² depending on substrate condition and desired texture.

After the coating has sufficiently dried for at least 24 hours, two coats of Elastoflex Facade Paint are applied.

Tools, cleaning

Roller, appropriate brushes, stainless steel trowel, rubber wiper. Clean tools with water immediately after use while the paint is still fresh.

Packaging, application rate, storage

Packaging:

15 l plastic containers

Shelf-life:

12 months stored frost-free in unopened, original containers. Protect from direct sunlight.

Safety, ecology, disposal

Further information concerning safety during transport, storage and handling as well as for disposal is found in the latest Safety Data Sheet.

Product code

M-DF 02

The statements above are compiled from our field of production and according to the latest technological developments and application techniques.

Since application and working are beyond our control, no liability of the producer can be derived from the contents of this information sheet. Any statements made beyond the contents of this information must be confirmed in writing by the producer.

In all cases, our general conditions of sale are valid. With the publication of this Technical Information Sheet all previous editions are no longer valid.



The logo for Remmers, featuring a red roof-like shape above the word "remmers" in a bold, blue, lowercase sans-serif font.

Remmers (UK) Limited Crawley
United Kingdom
Tel: +44 (0) 1293 594 010
Fax: +44 (0) 1293 594 037
www.remmers.co.uk



Technical Data Sheet Art. No. 2976

Elastoflex Facade Paint

Highly elastic facade coating. Silicone resin reinforced coating with a film preservative for surfaces at risk of alga and fungi.

Test certificate:

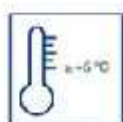
- Kiwa Polymer Institut GmbH.
BAST listed surface protection system for bridges and civil engineering
- Tested according to DIN EN 1504-2 OS 5a (OS DII) in accordance with DIN V 18026



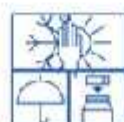
Water based



For use outdoors



Working temperature

Brush/roller/
airless/airmix
sprayingTotal
application
rateStore frost-free
and cool,
protected from
moisture in

Shelf-life

Range of use

Because of its properties, especially when used in combination with Fungosil BI, Elastoflex Facade Paint can be used for water repelling, CO₂ impermeable, protective coatings in concrete restoration, on synthetic resin bound as well as cement bound render systems. It is possible to coat over load bearing, old coatings on a mineral or synthetic resin base that adhere well. In many cases, this eliminates the expensive removal of old coatings.

Elastoflex Facade Paint can be used as an elastic intermediate and finishing coat, with or without reinforcement, on cracked facade surfaces (crack groups I and II in the relevant BFS Codes of Practice) made of cement bound, mineral renders (DIN 18550) P II and P III with a compressive strength of > 7 N/mm².

Characteristic data of the product

Characteristic data of the product in the packaged state

Binder base:	UV cross-linking acrylate copolymer
Pigments:	light-proof, alkali resistant oxide pigments
Extender:	mineral fillers
Density:	approx. 1.35 g/cm ³
pH value:	> 8.5
Thinning agent:	water
Colours:	Art. No. 2976 white Art. No. 2978 colours according to colour collection

Characteristic data of the coating

Water vapour permeability according to DIN EN ISO 7783-2:	$S_d \leq 0.9 \text{ m}$
CO ₂ permeability according to DIN 52615:	$S \geq 115 \text{ m}$
The values apply to a dry layer thickness of approx. 500 µ.	
Water absorption coefficient According to DIN EN ISO 1062-3:	$w \leq 0.10 \text{ g/m}^2 \times \text{h}^{0.5}$
Weather resistance:	very good
Surface texture:	smooth
Degree of gloss:	silk matt
Alkali resistance:	given up to pH 14

Property profile

Elastoflex Facade Paint is a very versatile, highly elastic coating. Along with good water vapour diffusion capacity, it is highly impermeable for carbon dioxide and liquid water (driving rain and splash water). The paint is non-yellowing, extremely weather resistant, has no tendency to soil and is saponification stable. Elastoflex Facade Paint is easy to apply and is distinguished by high crack-bridging capacity.

Substrate

The substrate must be clean, dry and load bearing. Non-functioning old coatings as well as alga and moss must be removed. Check whether cracks ≥ 0.3 mm must be executed as a joint in accordance with DIN 18540. The substrate should then be pre-treated in compliance with guidelines for scrub and weather proof dispersion paints. BSF Codes of Practice for the respective work areas should especially be observed.

Directions**1a. Coating for concrete and cement screed**

Prime untreated, new, old or restored fair-faced concrete and render surfaces with Fungosil BI. Application rate: approx. 0.2 l/m^2 depending on the absorbency of the substrate.

Finishing coat: At least three coats of Elastoflex Facade Paint are required to sufficiently bridge cracks. Depending on absorbency and condition of the substrate, the application rate is approx. 0.25 ml/m^2 per coat.

1b: Coating concrete according to TL/TP OS of ZTV NG as an OS DII system**System 1**

Betofix-Spachtel +
Elastoflex Facade Paint

System 2

OS Concre-Fill
Elastoflex Facade Paint

Notes

Elastoflex Facade Paint only cures in direct UV radiation and is therefore only suitable for use in outdoor areas.

A drying time of at least 12 hours should be observed between each working operation. Protect from direct sunlight and rain.

Do not use at temperatures below $+5^\circ \text{ C}$. The exact amount of material needed depends on the restoration system, and substrate condition and should be determined on a sufficiently large trial area on the object.

Tools, cleaning

Roller, brush, airless spraying equipment.
Tools and paint splashes can be cleaned while fresh with water.

Packaging, application rate, storage

Packaging:
15 l plastic containers

Application rate:
 0.75 l/m^2 result in a total dry layer thickness of approx. 500μ .

Shelf-life:
At least 12 months stored frost-free in unopened, original containers.

Safety, ecology, disposal

Further information concerning safety during transport, storage and handling as well as for disposal is found in the latest Safety Data Sheet.

Safety data

Contains the biocide ingredient OIT, terbutryn and zinc pyrithione to protect the paint film from infestation with algae and fungi. This product may only be used according to the directions given on the label and in the Technical Data Sheet.


Product code

M-DF 02

Chem VOC Paint V (2004/42/EC):

Group (A): 0
Stage 2 (2010): max. $< 40 \text{ g/l}$
This product contains max. 40 g/l .



 1119 – CPD - 0818	
Remmers GmbH Bernhard-Remmers-Str. 13 D – 49624 Lönigen 08 GBI F 011-2	
EN 1504-2:2004 2976 Surface protection products – Coating	
Cross cut	≤ GT 2
Permeability to CO ₂	s _D > 50 m
Water vapour permeability	class I
Capillary absorption and permeability to water	w < 0.1 kg/m ² x h ^{0.5}
Thermal compatibility	≥ 0.8 (0.5) ¹⁾ N/mm ²
Crack bridging ability	B 2 (-20°C)
Adhesion strength by pull off test	≥ 0.8 (0.5) ¹⁾ N/mm ²
Reaction to fire	class E
Artificial weathering	no visible defects

The statements above are compiled from our field of production and according to the latest technological developments and application techniques.

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2976 Elastoflex Facade Paint_11.16



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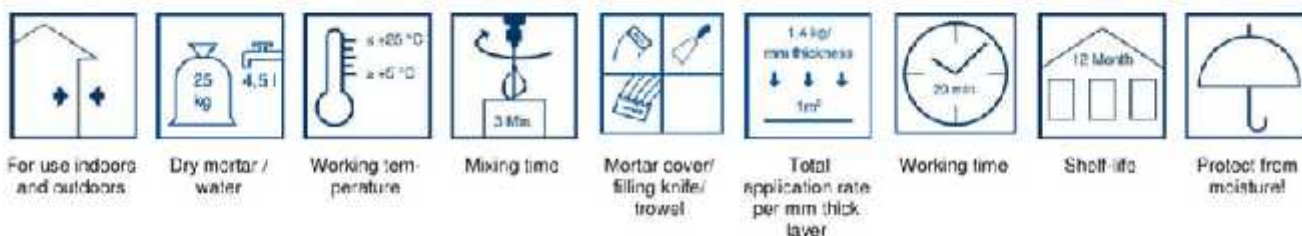
Technical Data Sheet Art. No. 1093

Betofix R2

Versatile, fast repair mortar for repairing concrete in just a few hours

Basic test R2 by RWTH Aachen

Low in chromate in accordance with RL 2003/53/EC



Range of use

Versatile and reliable fast repair mortar

- Fast concrete repairs in facade areas
- For repairing superficial damage on concrete, reinforced concrete and light-weight concrete
- As mineral corrosion protection for reinforcement steel (with Remmers Rust Inhibitor M, Art. No. 0919)
- For closing broken out areas, pipes, pores, unevenness and gravel pockets

Property profile

Remmers Betofix R2 is a factory-mixed, highly modified, fast repair mortar that is ready to use after mixing with water and sets hydraulically.

- For versatile corrosion protection, can be used with coarse and fine mortar. No bonding layer required!
- Very easy to use, high yielding
- Can be applied with a filling knife and trowel
- Can be worked overhead

Characteristic data of the product

Colour:	grey
Grain:	0 – 0.5 mm
Working time (20 °C):	approx. 20 min.
Commencement of setting:	approx. 60 min.
Compressive strength (EN 12190):	after 3 hours: approx. 5 N/mm ² after 24 hours: approx. 9 N/mm ² after 28 days: approx. 20 N/mm ²
Flexural strength (EN 12190):	after 28 days: approx. 5 N/mm ²
Loading class	R2 according to DIN EN 1504-3

- High adhesive pull strength and good adhesion
- Can be applied in any thickness since it is very low stress and crack free
- Binds water quickly, can be coated over after 2- 3 hours
- Frost resistant, can be used indoors and outdoors

substrate must correspond to the relevant technical rules. The pre-wet substrate should be still slightly absorbent.

De-rust exposed reinforcement steel to blank metal SA 2 ½ and remove dust and grease. If there are deeper broken out areas, the adhesive pull strength of the substrate should be at least 1.5 N/mm².

Then mix 2 parts by weight Betofix R2 with 0.9 parts by weight Rust Inhibitor M until a homogeneous brushing consistence has been achieved.

Ratio by volume: 2 parts by volume dispersion + 2.5 parts by volume powder.

Substrate

At the time of application the substrate must be dry to matt damp, sound and load-bearing. Remove loose material that could interfere with adhesion and cement grout by sandblasting, bush hammering, milling or similar treatment. The substrate must also be sufficiently rough. The pull-off strength of the

Page 2 of 2

Coat the entire surface of the steel reinforcement with the freshly mixed corrosion inhibiting grout at least 1 mm thick.

Apply a second coat of fresh corrosion inhibiting grout after a waiting time of at least 30 minutes. After a further 30 minutes, the broken out area can be closed with Betofix R2.

Directions

Pour **4.5 l of water** into a clean container (mortar tub) and add **25 kg Betofix R2**.

Mix thoroughly with a mixer/drill and paddle for approx. 3 minutes until the proper consistence for working has been achieved. For a 5 kg container, add 0.9 litres of water. Partial amounts can be mixed with 1 part by volume water and 4 parts by volume powder. Betofix R2 sets quickly and can be coated over the same day. Mix only the quantity of mortar that can be applied within 20-40 minutes (depending on temperature).

Betofix R2 starts to set during pot-life which allows even deep broken out areas to be completely closed in one working operation. When used as a surface filler, Betofix R2 can be kept smooth within the first 20 minutes without adding more water by stirring.

■ Closing broken out areas

Do not pre-wet the concrete substrate before applying Betofix R2. The mortar can be applied to dry or matt damp (not wet) substrates. After mixing, apply Betofix R2 with a trowel in the desired layer thickness and then smooth. An additional bonding layer is not necessary.

After 15-30 minutes the surface can be rubbed very fine and smooth with a red sponge float. If necessary, the surface can be finished to match the texture of adjacent surfaces.

■ Coatings, fillings

Apply Betofix R2 to the dry or matt damp substrate as a scratch coat to fill pipes or as a coating. Finish the surface as desired by felting, rubbing, smoothing or texturing.

Notes

Initially set mortar cannot be made workable again by adding water or fresh mortar. Do not use if the temperature of the air, substrate and building material is below +5 °C or above +25 °C. The characteristic data given for this product were determined under laboratory conditions at 23 °C and 50 % relative humidity. Low temperatures lengthen, high temperatures reduce working and setting time.

May contain traces of pyrite or iron sulphide.

Protect the repaired areas from drying out too quickly in direct sunlight or drafts.

Tools, cleaning

Mixing equipment, brush, filling knife, stainless steel trowel, red sponge float, plasterer's float
Clean tools with water while the material is still fresh.

Packaging, application rate, shelf-life**Packaging:**

25 kg paper bags

Application rate-dry mortar:

Approx. 1.4 kg/m²/mm thick layer

Shelf-life:

At least 12 months stored dry in closed buckets/bags

Safety, ecology, disposal

Further information on safety when transporting, storing and handling as well as disposal and ecology is found in the latest Safety Data Sheet.

Remmers GmbH
Bernhard - Remmers - Str.13
D - 49624 Lönningen

09

EN 1504 - 3:2005

GBI P4-1

Betofix R2

PCC Mortar for structural repair for concrete

Compressive strength:	class R2
Chloride ion content:	≤ 0.05 %
Adhesive bond:	≥ 0.8 MPa
Restrained shrinkage / expansion:	≥ 0.8 MPa
Carbonation resistance:	NPD
Elastic modulus:	NPD
Thermal compatibility:	≥ 0.8 MPa
Capillary absorption:	< 0.5 kg/(m ² · h ^{0.5})
Reaction to fire:	class E

The statements above are compiled from our field of production and according to the latest technological developments and application techniques.

Since application and working are beyond our control, no liability of the producer can be derived from the contents of this information sheet. Any statements made beyond the contents of this information must be confirmed in writing by the producer.

In all cases, our general conditions of sale are valid. With the publication of this Technical Information Sheet all previous editions are no longer valid.

1093 Betofix R2_11.16

Remmers (UK) Limited Crawley
United Kingdom
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Fax: +44 (0) 1293 594 037
www.remmers.co.uk



Material proposal for reinforced Elastic coating system to mineral substrate.

Elastoflex filler paint and façade paint system is a water based highly elastic crack bridging coating .Complies to EN1504 -2 surface protection products.

System proposal:

Preparation:

The substrate surface must be structurally sound, clean and dry, any surface soiling must be removed.

Existing coatings should be checked for adhesion.

Cracks of less than 0.2mm do not require any treatment prior to normal application of the facade coating.

Cracks above this width should be cleaned out and filled using Elastoflex Fine Filler (2981) and trowelled flush to the surface.

Algaecidal wash

Apply Impregnation BFA at 0.2 lts m² ..do not wash off.

Priming

Apply primer SV to the surface at 0.2-0.4l/m² by brush or roller. Surfaces with an existing sound coating do not require priming.

Application of system

Application of embedment coat.

Apply Elastoflex filler paint by brush /trowel or roller to the primed surface at a consumption rate of 1 l/m² depending on profile of substrate. Immediately ebbed Funcosil Lattice tissue 5/5 starting from top working down and overlap 10cm.

Allow to dry for 24 hours prior to overcoating.

Application of finishing coats :

Apply two coats of Elastoflex Facade Paint (2976) at a nominal rate of 0.25ltr/m² per coat .

This has been prepared based on Remmers' current knowledge and experience of Remmers' products when properly stored, handled and applied under normal conditions. It only applies to the application and product referred to in this report. In case of changes in the parameters of the application, such as changes in substrates, or in case of a different application, consult Remmers' Technical Service prior to using Remmers' products. Any quantities shown are for guidance only and the user must allow for variations in temperature, surface profile, absorbency and wastage. The user of the product must test the product's suitability for the intended application and purpose. Always consult the current technical data sheet. Except as expressly stated in writing Remmers' warranty is governed exclusively by our current Standard Terms and Conditions of Sale. In particular, Remmers does not warrant the correct application of its products.



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Report to:	Active and Healthy Communities Committee
Date of Meeting:	19 th November 2018
Subject:	NIHE commenced a 12 week consultation process for the draft Community Involvement Strategy 2018-2023.
Reporting Officer (Including Job Title):	Janine Hillen Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan Head of Engagement and Development

Confirm how this Report should be treated by placing an x in either:-

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>NIHE commenced a 12 week consultation process for the draft Community Involvement Strategy 2018-2023.</p> <p>The strategy aims to Promote Community Involvement across all communities and enable communities to challenge, influence and shape their housing service.</p> <p>A draft response was issued to NIHE to ensure Council provided a submission within the allocated timescale, whilst at the same time afford an opportunity for Members to consider this strategy and advise Officers of any additions or amends required.</p>
2.0	Key issues
2.1	<p>DRAFT Response to Consultation on Housing Executive's draft Community Involvement Strategy 2018-2023</p> <p>Newry, Mourne and Down District Council appreciates the opportunity to comment on the Housing Executive's draft Community Involvement Strategy 2018-2023, which seeks to promote community involvement across communities and enable communities to challenge, influence and shape its Housing Service.</p> <p>The Council wishes to compliment the Housing Executive on its draft strategy wish we understand has been developed with the involvement and consideration of key stakeholders.</p> <p>The Council welcomes the fact that the strategy will:</p> <ul style="list-style-type: none"> • Give tenants, residents, community representatives and leaseholders the opportunity to influence, challenge and shape the Housing Executive's services. • Give a voice to the tenants of tomorrow. • Overcome technological barriers and give communities their 'digital wings'. • Remove the barriers to involvement with hard to reach/easy to ignore customers.

	<p>Council is impressed with the detailed one year Action Plan that has been developed by the Housing Executive to progress the strategy's key objectives as follows:</p> <ol style="list-style-type: none"> 1. Promote community involvement cross all communities by: <ul style="list-style-type: none"> • Conducting research to establish a baseline of current participation levels and participant views across communities. • Continue to develop new groups in under-represented locations and customer segments. • Review the effectiveness of the existing Community Grants Programme and ensure resources are targeted to most effective activities. 2. Enabling communities to challenge, influence and shape the housing service by: <ul style="list-style-type: none"> • Strengthening the Housing Community Network structure to maximise its input into service. • Enhancing the role of the Central Housing Forum. • Encouraging involvement of difficult to reach customers. • Promoting digital inclusion. • Developing the capacity of community groups. • Improve networking and sharing of best practice. <p>The mechanisms put in place to monitor progress and measure the outcomes and success of the strategy are noted by Council, particularly that the action plan will be reviewed at least bi-annually by the Housing Executive's Central Housing Forum.</p> <p>Council trusts that the strategy and associated action plan will help the Housing Executive to deliver on its corporate objective of "Fostering Vibrant Communities".</p>
3.0	Recommendations
3.1	Members are asked to consider and ratify the consultation response to NIHE as detailed.
4.0	Resource implications
4.1	None
5.0	Equality and good relations implications
5.1	No equality or opportunity or good relations adverse impact is anticipated.
6.0	Rural Proofing implications
6.1	There are no negative implications identified
7.0	Appendices
	None
8.0	Background Documents
	None

Report to:	Active & Healthy Communities Committee
Date of Meeting:	19 November 2018
Subject:	Peace IV Local Action Plan
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Justyna McCabe, Programmes Manager

For decision	x	For noting only	
1.0	Purpose and Background		
1.1	The Peace IV Partnership met on 8 November 2018 and recommendations arising from this meeting require AHC Committee approval.		
2.0	Key issues		
2.1	<p>The following recommendations were agreed by the Partnership on 4 October and require AHC Committee approval:</p> <p>Theme: Children and Young People</p> <p>Youth-led Cultural Diversity Programme</p> <ul style="list-style-type: none"> • Procure and appoint relevant facilitators to deliver Newry Culture and Arts Integration Programme. Estimated cost: £6,500 • Procure and appoint relevant facilitators to deliver Polish Cultural Diversity Project. Estimated cost: £20,000 <p>Shared History and Culture Programme</p> <ul style="list-style-type: none"> • Procure and appoint relevant facilitators to deliver Young Merchants Engagement Programme. Estimated cost: £5,000 <p>Theme: Building Positive Relations</p> <p>Capacity Building Programme for DEA Fora:</p> <ul style="list-style-type: none"> • Procure and appoint a training provider to deliver Capacity Building Training to DEA Fora. Estimated cost: £99,800 <p>Civic Leadership Programme Programme:</p> <ul style="list-style-type: none"> • Tender to appoint a facilitator to deliver 2 x OCN Level 1 Leadership Programs (1 x N&M Area, 1 Down Area) in Diversity and Good Relations. Estimated cost: £15,000 <p>Management Report:</p> <ul style="list-style-type: none"> • To request permission from SEUPB to re-allocate budget from the Ballynahinch projects to other capital projects that require additional finding under Shared Spaces and Services 		
3.0	Recommendations		
3.1			

	<i>Committee to consider and agree to:</i> The recommendations of the PEACE IV Partnership as set out at a total cost of £146,300.
4.0	Resource implications
4.1	Project 85% funded by the EU and 15% by the two Governments.
5.0	Equality and good relations implications
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.
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered.
7.0	Appendices
	Minutes of PEACE IV Partnership (October 2018)
8.0	Background Documents
	None

Peace IV Partnership Meeting
Council Chambers, Monaghan Row. Newry
Thursday 04th October 2018

In attendance:

Cllr Charlie Casey (Newry, Mourne and Down District Council)
Cllr David Hyland (Newry, Mourne and Down District Council)
Declan Murphy (Social Partner)
Judith Poucher (Social Partner)
Patricia Cunningham (Social Partner)
Marie Conway (Education Authority)
Pauline Coghlan (Newry Mourne & Enterprise Agency)

Officials in attendance:

Justyna McCabe (Programmes Manager)
Kytrina Mullan (Programmes Unit)

Apologies

Apologies were noted from:

Cllr Michael Ruane (Newry, Mourne and Down District Council)
Cllr Terry Andrews (Newry, Mourne and Down District Council)
Andrew King (SEUPB)
Breige Jennings (Social Partner)
Claire Loughran (PEACE Officer)
Dan McEvoy (Newry, Mourne and Down District Council)
Helen Honeyman (Social Partner)
Martin McMullan (Social Partner)
Michael Lipsett (Newry, Mourne and Down District Council)
Janine Hillen (Newry, Mourne and Down District Council)

1. Welcome

Chair Declan Murphy welcomed members of the PEACE IV Partnership.
The chair introduced new social partner Patricia Cunningham, and Pauline Coghlan from Newry & Mourne Enterprise Agency.

2. Conflict of Interest

Judith Poucher from Clanrye Group noted a conflict under Building Positive Relations, objective 3.3: Civic leadership programme.

Action: A Conflict of interest form to be posted out to all social Partners.

3. Presentation from Newry & Mourne Enterprise Agency – Faith and Church-based Programme.

Presented by Pauline Coghlan from Newry & Mourne Enterprise Agency.

The Faith and Church based programme undertook a targeted approach to recruit participants, due to data protection the individual membership cannot be identified to the Partnership.

After receiving feedback from the Partnership any future programme will aim to recruitment younger individuals.

The report outcomes will be fed back to the PEACE Partnership.

4. Minutes from Previous Meeting (Thursday 6th September 2018)

The minutes were approved

Proposed: Cllr Charlie Casey

Seconded: Judith Poucher

5. Management Report

Justyna McCabe presented the management report. No approvals were required.

Justyna McCabe identified that the children and young people participant target will be achieved.

To-date there is an under-spend in the overall annual expenditure targets and this has been communicated to SEUPB.

In relation to Annual spend targets Cllr David Hyland queried if there would be money available to finance the Albert Basin project as proposed by Newry 2020. Justyna McCabe confirmed that all money has been allocated and it is too late to submit a new project for the current programme.

6. Partner Delivery Agent Reports

Partner Delivery Agent reports were circulated to the PEACE partnership members.

Justyna McCabe presented an update on Building Positive Relations.

Delegated authority was requested for the following objectives under Building positive relations

T1 – Capacity Building & Engagement Programme for Groups across the District (inc. BME) – Delegated authority requested to deliver the following: Procure and appoint relevant

suppliers as required by the groups in order to deliver their animation projects. Estimated cost: £210,000 (£5000 per group X42 groups)

T3 Civic leadership Programme – Delegated Authority requested to deliver the following:
Procure and appoint relevant training providers/suppliers to deliver a training programme regarding caring for trauma victims (Including a residential) Estimated cost: £6000

Delegated authority was approved.

Proposed: Cllr David Hyland

Seconded: Cllr Charlie Casey

Justyna McCabe presented an update of the CYP report, and had no delegated authority to request.

Justyna McCabe presented an update on Shared Spaces and Services report, and had no delegated authority to request.

Justyna McCabe presented an update of the PCSP report, and had no delegated authority to request.

7. Dates of Next Meetings

Date: 8th November 2018

Time: 6pm

Location: Council Chambers, Downshire Civic Centre. Downpatrick.

Report to:	Active & Healthy Communities Committee
Date of Meeting:	19 November 2018
Subject:	Financial Assistance
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Justyna McCabe, Programmes Manager

For decision	x	For noting only	
1.0			Purpose and Background
1.1			<p>Council administers a number of financial assistance calls per year under specific programme areas.</p> <p>The Programmes Unit requests approval to organise a cross-departmental meeting to agree budgets and themes for 2019/20 and to open Call 1 in January 2019 (subject to budgets).</p>
2.0			Key issues
2.1			<ul style="list-style-type: none"> The financial assistance process is under review. A new Financial Assistance Policy and Internal/External Procedures are being developed and will be implemented during 2019/20.
3.0			Recommendations
3.1			<p>That the Committee agree to :</p> <ul style="list-style-type: none"> Organise a cross-departmental meeting to agree budgets and themes for 2019/20 calls Open Call 1 in January 2019 (subject to budgets)
4.0			Resource implications
4.1			<ul style="list-style-type: none"> Budgets for each theme as approved by relevant departments.
5.0			Equality and good relations implications
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.
6.0			Rural Proofing implications
6.1			Due regard to rural needs has been considered.
7.0			Appendices
			None
8.0			Background Documents
			N/A

Report to:	Active and Healthy Communities
Date of Meeting:	19 th Nov 2018
Subject:	DfC Funding Application Process
Reporting Officer (Including Job Title):	Janine Hillen Assistant Director Community Engagement
Contact Officer (Including Job Title):	Julie Mc Cann Head of Community Services, Facilities and Events Damien Brannigan Head of Engagement

Confirm how this Report should be treated by placing an x in either:-

For decision	x	For noting only	
1.0			Purpose and Background
1.1			Historically, Council has received funding from the Dept. for Communities to support programmes in the Neighbourhood Renewal Areas of Newry and Downpatrick and the Areas at Risk areas of Crossmaglen and Bessbrook.
2.0			Key issues
2.1			Correspondence has been received from DfC asking the council to submit applications for funding for the financial year 19/20. Closing date for submissions is 30 th Nov 2018.
3.0			Recommendations
3.1			<p>That Committee agrees:</p> <ul style="list-style-type: none"> That Relevant Officers proceed with applications to DfC to secure the following funding: <ul style="list-style-type: none"> NM&DDC Neighbourhood Renewal – Newry Technical Assistance NM&DDC Neighbourhood Renewal – Downpatrick Technical Assistance NM&DDC Neighbourhood Renewal – Outdoor Activity Programme NM&DDC Neighbourhood Renewal – Community Renewal Programme NM&DDC Areas at Risk – Bessbrook Community Training Programme NM&DDC Areas at Risk – Crossmaglen Community Training Programme <p>In addition, subject to securing the necessary funding from DfC - NR providing project management throughout.</p> <p>As the closing date for applications is the 30th November, approval be to proceed in advance of full council ratification.</p>
4.0			Resource implications
4.1			Officer time to complete the applications and project manage the programmes if successful.

5.0	Equality and good relations implications
5.1	No equality or opportunity or good relations adverse impact is anticipated.
6.0	Rural Proofing implications
6.1	There are no negative implications identified.
7.0	Appendices
	1. Correspondence from DfC (dated 12 th November 2018)
8.0	Background Documents
	None



Department for

Communities

www.communities-ni.gov.uk

APPLICATION COVERING LETTER**CED South Division
Engaged Communities Group
18 Castlewellan Road
Banbridge
BT32 4AZ****Mr Liam Hannaway
Chief Executive
Newry Mourne & Down District Council
Council Offices
Monaghan Row
NEWRY
BT35 8DJ**

Telephone: 028 40621009

Email: john.ball@communities-ni.gov.uk

Date: 12/11/18

Dear Mr Hannaway

Name of Organisation: Newry Mourne & Down District Council**Name of Projects:**

NM&DDC Neighbourhood Renewal - Newry Technical Assistance

NM&DDC Neighbourhood Renewal - Downpatrick Technical Assistance

NM&DDC Neighbourhood Renewal - Outdoor Activity Programme

NM&DDC Neighbourhood Renewal - Community Renewal Programme

NM&DDC Areas at Risk - Bessbrook Community Training Programme

NM&DDC Areas at Risk - Crossmaglen Community Training Programme

FUTURE PLANNING

The Department cannot yet commit to any level of grant pending confirmation of our Budget position for 2019/20. We do need though to be in a position to move forward upon confirmation of a budget and put in place arrangements that would allow for continuity of service delivery, pending budget availability.

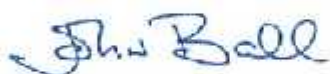
The Department recognises the challenges for all involved. Therefore over the coming months, we need to work in partnership with you in order to be in a position to plan for future funding. What this means for your organisation is that we will be seeking applications under the Neighbourhood Renewal and Areas at Risk programmes for one year only.

If your organisation wishes to seek funding after 31 March 2019 and you wish to be considered as part of this process then you need to complete the attached application form. **You should note, however, that there is absolutely no guarantee of funding from DfC as a result of taking part in this process.**

The form must be completed for a period of one year only. There should be no significant changes to the project and the amount of funding requested must be no more than the annual value of your current funding contract. I would encourage you to return the form to this office as soon as possible and no later than **4.00 pm, Friday 30th November 2018.**

Should you require further information or assistance regarding this matter, please contact Raphael Crummy on 028 40621014 or Karen Gracey on 028 40621008.

Yours sincerely



John Ball

Deputy Director CED South

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Newry Tennis Bubble
Reporting Officer (Including Job Title):	Conor Haughey, Head of Outdoor Leisure
Contact Officer (Including Job Title):	Declan Crilly, Outdoor Leisure Officer

<table border="1"> <tr> <td>For decision</td> <td>X</td> <td>For noting only</td> <td></td> </tr> </table>		For decision	X	For noting only	
For decision	X	For noting only			
1.0	Purpose and Background				
1.1	<p>Council approved in February 2018 the sports capital programme in order to deliver sports facilities highlighted within the Sports Facility Strategy.</p> <p>A budget to create a tennis bubble of £50,000.00 was set for Newcastle Tennis Court and £50,000.00 for Newry Tennis Courts. Officers investigated Newcastle Tennis Courts however; in order to accommodate a bubble would have led to the removal of one of the existing four courts on site.</p> <p>Newry Tennis Courts were also investigated to create a bubble on the existing site however, the Club were not willing to progress as they felt planning issues would be a major concern.</p> <p>As part of the Newry Leisure Centre Sports Hub, Officers have engaged with Our Lady's Grammar School in order to utilise their existing four courts to create a bubble over two courts and upgrade the other two outdoor courts.</p> <p>Funding has now been offered by Your School Your Club (Dept of Communities DFC) to the value of £90,000.00, therefore the re-alignment of the existing £100,000.00 Council capital and £90,000.00 funding will deliver this tennis bubble.</p>				
2.0	Key issues				
2.1	<ul style="list-style-type: none"> • Timeframe to get works completed before 31st March 2019 in order to draw down funding. • Planning permissions to be sought. • Legal SLA between School and Council to be devised. 				
3.0	Recommendations				
3.1	<p>That the Committee agree:-</p> <p>To the re-align the capital spend of £100,000.00 and utilise the £90,000.00 DFC funding to create a tennis bubble and upgrade of the existing courts under an SLA between the School and the Council.</p>				
4.0	Resource implications				
4.1	<ul style="list-style-type: none"> • Budget cost of £100,000.00 from existing capital budget. • Staff time to deliver the project. 				

	<ul style="list-style-type: none"> • Legal Costs.
5.0	Equality and good relations implications
5.1	No equality or good relations adverse impact is anticipated.
6.0	Rural Proofing implications
6.1	The Play Strategy itself was subject to rural proofing.
7.0	Appendices
	Appendix 1: DFC Business Case for Funding
8.0	Background Documents
	None



Department for Communities

PRO-FORMA BUSINESS CASE FOR EXPENDITURE APPROVALS BETWEEN £100,000 AND £500,000

This pro forma is only for use with proposals involving public expenditures between £100k and £500k in total including, for example, mainstream public expenditure (DEL), EU and other funding, over the whole life of the project.

GENERAL DETAILS

Project Title	
Branch/ALB	
Completed By	Declan Cilly (Outdoor Leisure)
Authorised By; Grade	
Date Appraisal Approved	

FUNDING DETAILS

A	DFC Contribution	£ 90,000
B	Other Government Bodies ¹ Contribution	£100,000
C	Other Contributions (if any)	£ N/A
	Total Cost of Project (A+B+C)	£ 190,000

Proportionate Effort

All sections of this form should be completed. However, the effort to apply and detail required in each section should be proportionate to the scale of expenditure and complexity of the proposal e.g. a project costing £100,000

¹ Refers to the government departments under the control of the Northern Ireland Executive and their NDPBs/ALBs

will not require the same level of detail as a project costing £500,000. Appraisers should use their own judgement concerning the level of detail required.

Appraisal of ICT Projects – Checklist

If this business case relates to an ICT project, the appraiser must ensure that the following points have been taken into account:

- The project costs (section 6) must include the costs of information security during the setup of a project and over the lifetime of the project (e.g. IT Health Checks and System Accreditation costs);
- Seek assurance that procurement will be via CPD (section 11) and CPD fees are shown as a separate line in project costs (section 6); and
- The appraisal must include evidence (section 5) that the requirements of DAO 06/15² have been adhered to. DAO 06/15 outlines the requirement for all central government departments and arm's length bodies to work with Enterprise Shared Services (ESS) to consider the extension of shared service coverage.

Please complete the checklist below to confirm that these points have been considered within the relevant sections of the business case.

Checklist	Y	N
Is this business case for an ICT project?		
If yes, please answer the following questions:		
Has the cost of information security been included within section 6?		
Does section 11 confirm that procurement will be conducted via CPD?		
Have CPD fees been identified separately within the cost information provided at section 6?		
Does section 5 consider the scope to extend shared service coverage?		

² <http://www.dfpni.gov.uk/index/finance/daodfp0615.pdf>

1. INTRODUCTION AND STRATEGIC CONTEXT

1.1 Please summarise the background and purpose of the project for which funding is sought.

Increasing physical activity has the potential to improve the physical and mental health and wellbeing of individuals, families, communities and the nation as a whole. People in the UK are around 20% less active now than in the 1960s. If current trends continue, we will be 35% less active by 2030.

We are the first generation to need to make a conscious decision to build physical activity into our daily lives. Fewer of us have manual jobs. Technology dominates at home and at work, the 2 places where we spend most of our time. Societal changes have designed physical activity out of our lives.

Figures from the UK show that 67% of men and 55% of women aged 16 and over do at least 150 minutes of moderate physical activity per week.

For this business plan, the Newry Mourne and Down Sport Strategy has identified a need to provide tennis courts in the area of Newry Leisure Centre. Consultation was undertaken with local clubs and schools to drive this strategy specific issues mentioned in the sport facility strategy to prove a bubble in the district. In considering a partnership approach to this project, the council team approached Our Lady's Grammar School to discuss the option of linking the school to the Newry Leisure Centre in the form of a pathway from the schools tennis courts to the leisure complex.

This benefits both parties:

1. As the tennis courts become accessible for members of the Newry Leisure Centre
2. That both parties have access to an upgraded facility suitable for many different uses, including tennis, football, general school sports halls.
3. Direct access to Newry Leisure Centre for the school.
4. Using existing tennis court for public use within Newry Leisure Centre
5. Joint cooperation to reduce cost (existing court) and enhance facilities and access to visitors of Newry Leisure Centre.

While developing this project it was considered that a bubble over 2 of 4 tennis court would benefit both parties as the facility could be used throughout the year, but investment could not be secured within the Council. Sources of funding were investigated by officers, and then through contacts with the Department of Communities it was proposed to match fund the project to a cost of £90,000, that meant it may be possible to develop this project further.

The total project intentions is to provide a disability access pathway between the Newry Leisure Centre and the school, to resurface the existing four tennis courts, and cover two of the four courts with a double membrane bubble 33.5m x 36.5m x9m high, providing lighting and capital equipment.

The surrounding of the court i.e. fencing and drainage are expectable and will require no investment. The delivery of the bubble is normally between 10 -12 weeks from receipt of official order and depending on the time of the year. Estimate life time of

the bubble is 15 years. This project will enable our coaching team to continue to drive to get more people into the sport, therefore providing them the opportunity to achieve their potential regardless of age, ability and ambition.

Court bubbles make a huge difference to the number of playing hours in winter, and help to boost regular participation in tennis in the area.

This development will increase the number of people using the Newry Leisure Centre and will play a large part in improving quality of life primarily through providing quality open spaces within the district while implementing the leisure strategy.



1.2 Please **briefly** describe the strategic context of the proposed project by explaining how it links to the following:

A. Programme for Government 2011-15

- ***We enjoy long, healthy, active lives*** – By linking this project to the school it targets young children to develop patterns of physical group activities that they will continue throughout their lives as adults.
- ***We have a more equal society*** – including inclusive access to the site will encourage a culture of openness to all abilities who use the facility
- ***We are an innovative, creative society, where people can fulfil their potential*** - A healthy balance in both your personal and professional life is paramount to your productivity, wellbeing and happiness, which in turn, will aid you on your journey to fulfilling your potential.
- ***We care for others and we help those in need*** – linking and sharing resources together benefits all the community, as it opens the opportunities for young and old to access facilities and use sporting facilities outside school and working hours.
- ***We have a shared society that respects diversity*** – sports has always been a strong ambassador for acceptance, respect and understanding that each individual is uniquely different within our inclusive society
- ***We are a confident welcoming, outward-looking society*** – when

developing opportunities locally we encourage vital spaces to be used to nurture our citizens to find their maximum potential.

- ***We give our children and young people the best start in life*** – opening the sport facility and courts to children in their at early years can only create an environment to allow self-identity to emerge naturally through play.
- ***We connect people and opportunities through our infrastructure*** – when macro managing local resources your communities can benefit by investment, communication and strengthen relationships.

B. DFC Corporate Strategy

The 2018/19 draft business plan has been prepared for consideration and approval by the incoming Minister. Pending the appointment of the Minister, the Department is working towards delivery of the programmes, objectives and targets specified in the Plan and within the limits of the financial and other resources allocated to the Department in the current financial year.

The proposed Our Lady's Grammar/Newry Mourne and Down Council initiative links with the flowing strategic objectives contained in the draft Business Plan for 2018/19:

- R1. A more confident people living their lives to the full
- R2. More engaged Communities
- R3. Lower levels of economic inactivity and unemployment

It also fits with customers /stakeholders and organisational learning and growth.

CS1. Effective engagement with people, stakeholders, and delivery partners

OLG1. Support and develop our people to achieve their potential.

C. The organisation's own Corporate Plan / strategic objectives

The Active and Health Communities Directorates primary purpose is to develop, implement, and monitor key corporate (strategic) frameworks to support improved leisure, sport health and well-being outcomes, improve environmental education across the district, and build positive relations to develop communities that deliver improved outcomes with their local areas and that are listed in the corporate objects:

3 Supported improved health and well-being outcomes

5 Led the regeneration of our urban and rural areas

7 Empowered and improved the capacity of our communities

8 Transformed and modernised the Council, providing accessible as well as value for money services.

It also fits with the Newry and Mourne Sport Facility Strategy 2016

KP7. Where possible new and/or improved school sports facilities should be designed and managed in a way that enables community use. This would mean putting into place community use agreements with schools and meets **Sport NI Key Principle 7.**

D. Any other relevant strategies or policies

A number of other documents were revived in the analysis of strategic context. It is considered that the proposed investment is consistent with the following strategy documents:

- **Your School, Your Club: A Practical Guide to Achieving Community Use of School Sports Facilities – Sport NI (2014)**

Carál Ní Chuilín Minister for Culture, Arts and Leisure said 'I am delighted to introduce 'Your School, Your Club - a Practical Guide to Achieving Community Use of School Sports Facilities.

By opening the doors outside of normal school hours, I believe there is enormous potential for schools in the north of Ireland to place themselves at the heart of local communities.

It is my belief that community use of school sports facilities can greatly contribute to addressing some of the most prevalent issues in our society.'

- **Sport Strategy NI**

We are all aware that the increasingly sedentary lifestyles of modern children have contributed to this obesity time bomb. Latest figures suggest that a staggering 22% of our young people are overweight or obese. It is estimated that obesity costs the UK economy £3bn per annum. Across the UK, we spend £886 per person per year on the National Health Service; contrast this with the £1 per person per year spent on sport. I believe that by increasing funding to sport, as the Scottish Executive has done, Sport Northern Ireland could actively help prevent a lot of that ill health.

Sport can have a profound effect on peoples' lives, whether it's our future athletes being inspired by world-class performances or school children becoming more active. It

also plays a crucial role in improving health, education and confidence. Sport NI commitment to delivering this vision is clearly shown in their corporate plan :

1. **Strategic Priorities** - We believe that increasing participation opportunities for people, especially among under-represented groups is important in creating a culture of lifelong enjoyment and success in sport. We will continue to invest in policies, programmes and initiatives designed

and their business plan :

Outcome 10

We have created a place where people want to live and work, to visit and invest.

We will contribute to Outcome 10 by engaging and collaborating with a range of key partners and stakeholders to create an environment where our most talented athletes and coaches are encouraged and supported to learn, develop and live in Northern Ireland.

Outcome 12

We give our children and young people the best start in life.

We will contribute to Outcome 12 by engaging and collaborating with a range of partners and stakeholders to ensure that children and young people are provided with quality opportunities to participate in sport and physical activity [before, during and after school] and the support needed to help them reach their full potential.

- **Northern Ireland Assembly - Research and Information Service Briefing Note**

Sport Matters strategy: Capital requirements

A *Northern Ireland Sports Facilities Strategy* has indicated that 'Northern Ireland is under-provided for in comparison with other regions in the UK and Europe', and that, at the time of writing,

...approximately 65% of the population in Northern Ireland live within a 20 minute travel time of an accredited, high quality multi-sport facility. The purpose of the Sports Facilities Strategy will be to ensure that future provision meets regional needs more effectively.

Paper 54/12 27 February 2012 NIAR 440-11

Dr Dan Hull

Sport Matters strategy: Projected Capital requirements

Collaborative and more effective deployment of existing resources for sports facility development within and between education, district councils and local communities to close the 'facilities gap' between Northern Ireland and the rest of the UK;

Our Lady's Grammar School Development action Plan 2018-19

Includes in its priorities in developing relationships with its neighbours, and 'identifying new opportunities to engage with local community initiatives, with the emphasis on cross community links.'

2. NEED FOR EXPENDITURE

- 2.1 Please provide detail relating to the **need** for the project and its associated expenditure, both now and in the future, showing a clear differentiation between existing and new requirements. Any deficiencies with the current situation should be described along with the demand for the project both historical demand and future demand. Please quantify where possible.

Existing : At present Our Lady's Grammar School is using the tennis courts during the school term time for about 5 months in the year due to dark evening and weather conditions in the winter. They have no access to football pitches and have to travel to St Joseph's High School Newry to use their pitches that are a 7 minutes' walk through traffic. Two of the courts are used by the school regularly, weather permitting for outdoor activities like circuit training and ball games. The school has a great record of success in the football, gymnastic, under 16 and Senior camogie and has pupils representing Our lady's at the Swim Ulster School competitions.

Future Demand: The school has limited space around the school to develop its facilities for play and sports. Construction of two new classrooms further restrict the space around the school. It would be the intention of the school to create a multi play area which can be used for a number of sports throughout the year. It should also be considered that the community hall and technical college beside the school could benefit for access to the courts and leisure centre as part of this project in future.

Associated expenditure: management of the access to the shared courts will be agreed before the project begins, and officer's time and costs will be considered. Maintaining the facility will require a sink fund where revenue from the facility can be re-invested in the space and improve services on-site. Running costs are expected to be low with LED lighting and the running costs of the bubble.

Deficiencies: The condition of the courts surface is poor and within the next 2-3 years will need investment to replace existing surfaces. The courts location at the back of the school restricts the possibility of the courts being open after closing hours of the school. Investment by the school is concentrated on the building at present and increasing the capacity of the school and have no revenue to upgrade the tennis courts.

3. OBJECTIVES

- 3.1 Please list the **objectives** for the proposed project. These objectives should be based on the *outcomes* that you want to achieve, rather than simply the *outputs*. That is, what do you want the project to achieve once it is in place? You also need to identify **targets** which will allow these objectives to be measured. These targets should be as Specific, Measurable, Achievable, Relevant and Time-dependant ('SMART') as possible.

#	Objective	Target	Baseline	Activities (what specific activities will be undertaken by your organisation to ensure this objective is achieved).
1.	To achieve the priorities of the Council Corporate Plan	Completion of project before 31 st March 2019		Council investment to the access to the school and resurfacing of the tennis court.
2.	To achieve the priorities of the Department Business Plan	Completion of project before 31 st March 2019		Service Level Agreement with the school to have access to the courts.
3.	To build relationships with stakeholders around Newry Leisure Centre	Regular meeting and resolving issues throughout the new relationship.		Communicating with the school on the progress of the project and its delivery. Showing that with joint participation we can improve services within the district
4.	To Increase foot-fall into Newry Leisure Centre	Revenue figures collected by Newry Leisure Centre		Promote the facility within the social media of the council and its sporting facilities.
5.	Improve local facilities for tennis group and sporting bodies in the area.	Booking from locals and clubs outside the district		Our commercial services officer will be driving the awareness of this facility and generating booking and interest through the year.

4. IDENTIFICATION OF OPTIONS

4.1 Briefly describe the options that have been identified. Include the baseline "status quo" and a range of alternatives. The "do something" options may involve solutions of different scale, content, timing, location or specification. List all potential options initially and for those options which have been considered but are deemed not suitable to meet the need and/or objectives, the reasons for rejecting these options from full appraisal should be explained. At least two-three options must be carried forward for full appraisal (in section 5 onwards).

The Status Quo is the baseline option, representing the minimum level of input required to maintain services at their current level. **This option MUST be carried forward and appraised.**

Option Title and Number	Option Description	Reasons for rejection, if applicable
1. Maintain the Status Quo (Do nothing)	The tennis courts are at present used by the school during term time and not accessible after the school closes.	N/A
	The Newry Leisure Centre does not have access to outdoor tennis courts in its facility and would like to provide this service within a partnership with other stakeholders	N/A
	The pathway to the school will be created and the courts will be resurfaced, but facility will have restricted uses, due to weather and lighting of the courts.	N/A
2. Provide community access to existing tennis courts	Creating a pathway to Our Lady's Grammar School	N/A

<p>by providing a link between Our Lady's Grammar School and Newry Leisure Centre</p>	<p>would provide access for the children of the school to visit Newry Leisure Centre safely without risk of road hazards. It would give the members of Newry Leisure Centre access to outdoor tennis in an all-weather facility within the tennis bubble.</p>	
<p>3. Provide community access to existing tennis courts, a tennis bubble over courts and a link between Our lady's Grammar School and Newry Leisure Centre</p>	<p>Providing a shared area to deliver identified services need within Newry Leisure Centre, to take advantage of funding available, to provide inclusive play and access. Increase booking of facility and use of services onsite</p>	N/A
<p>4. Provide community access to existing tennis courts, tennis bubble over all four courts and a link between Our lad's Grammar School and Newry Leisure Centre</p>	<p>Requires capital investment, disruption to the complex during installation.</p>	N/A

5. MONETARY COSTS AND BENEFITS

- 5.1 All capital costs and recurrent costs should be identified, sourced, presented in a disaggregated form and clearly quantified in current market prices (i.e. a "total cost" approach should be used).
- 5.2 Where cells are not applicable to the project under consideration, insert N/A in the relevant cell.
- 5.3 There is a demonstrated, systematic tendency for appraisers to overstate benefits and understate timescales and costs. Please ensure the estimates are realistic and prudent. **An appropriate optimism bias rate should be included on capital costs.**

(a) CAPITAL COSTS	Option 1 (Status Quo)	Option 2	Option 3	Option 4
<i>e.g. equipment</i>				
Capital costs of delivering access to school and refurbishment of tennis surface on 4 courts.	N/A	£100,000	£100,000	£100,000
Addition investment for the purchase of a tennis bubble	N/A	N/A	£90,000	£180,000
Optimism Bias rate (%)				
Optimism Bias amount (£)				
Professional Fees		(£1000 Planning included)	(£1000 Planning included)	(£1000 Planning included)
VAT				
Total Capital Costs		£190,000	£190,000	£280,000

(b) RUNNING COSTS ³	Option 1			Option 2			Option 3			Option 4		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
<i>salaries</i> N/A												
Operational costs – Includes Utilities and Caretaker costs	N/A	N/A	N/A	£4338	£4338	£4338	£4770	£4889	£5136	£5202	£5332	£5465
Shared rates (estimate)				£5K	£5K	£5K	£5K	£5K	£5K	£5K	£5K	£5K
Total Running Costs		N/A		£28,014			£29,795			£30,999		

(c) INCOME	Option 1			Option 2			Option 3			Option 4		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
2 courts @£4.50hr over 48 working week 6days / 4hrs per day	£0.00	£0.00	£0.00	£ 2k	£ 2k	£ 2k	£10k	£10k	£10k	£ 18k	£18k	£18k
2 courts outdoors@£4.50hr over 48 working week 6days / 4hrs per day	£0.00	£0.00	£0.00	£ 2k	£ 2k	£ 2k	£10k	£10k	£10k	£ 18k	£18k	£18k
£ 18k	£18k			£18k			£60,000			£108,000		

³ If this is a capital project then this section needs to consider the impact the project has on annual running costs. Therefore year 1 will be the first year post completion of the capital works.

6. RISKS AND UNCERTAINTIES

6.1 Please complete the following table by detailing possible risks associated with each option. Where relevant, indicate the probability of occurrence and the likely impact on cost and delivery (level of risk is low = 1, medium = 2, high = 3) and how any cost over-run will be met.

Risks	Option 1	Option 2	Option 3	Option 4	Mitigation factor
Failure to meet strategic requirement	3	2	1	1	
Planning permission refused	N/A	1	1	1	
Loss of funding due to delays	3	1	1	1	
Environmental conditions during construction.	1	1	1	1	
Risk level	8	5	4	4	
Is an exit strategy in place? If 'Yes', please describe	N/A	Secured investment will continue to upgrade the courts and provide access to leisure centre	The investment and equipment can be moved to other locations in the district.	The investment and equipment can be moved to other locations in the district.	

7. NON MONETARY BENEFITS

7.1 Please use the impact analysis table to weight and score the impact of each benefit against the options. A final ranking

Non-monetary Benefit	Weight	Option 1 Score	Option 1 Weighted Score	Option 2 Score	Option 2 Weighted Score	Option 3 Score	Option 3 Weighted Score	Option 4 Score	Option 4 Weighted Score
Contribute to addressing the unmet demand for sports facilities in Northern Ireland.	30	0/10	0	6/10	180	9/10	270	9/10	270
Increasing participation and physical activity amongst disadvantaged groups, particularly for people with a disability.	30	0/10	0	5/10	150	9/10	270	9/10	270
To contribute towards providing quality facilities for the benefit of local communities which can provide opportunities to participate in physical activity.	20	0/10	0	5/10	120	8/10	160	9/10	180
To contribute towards improved community relations and cohesion between communities.	10	0/10	0	5/10	50	9/10	90	9/10	90
Collaborative working between government departments and local government to contribute towards meeting wider government objectives	10	0/10	0	8/10	70	8/10	80	8/10	80
Total non-monetary score	100%		0		570		870		890
Ranking			4		3		2		1

should be awarded based on the overall weighting.

7.2 Please provide a commentary of the reasoning behind the scores given to each option under each criterion

Non-monetary Benefit	Comment
<p>Contribute to addressing the unmet demand for sports facilities in Northern Ireland.</p>	<p><u>Option 1</u> Scores 0 – no contribution to unmet demand will be met if there is no intervention.</p> <p><u>Option 2</u> Scores 6 – positive contribution to addressing unmet demand for sports facilities as tennis courts will be available for community use outside school hours. However, lack of tennis bubble means usage will be restricted.</p> <p><u>Option 3</u> Scores 8 – positive contribution to addressing unmet demand for sports facilities as tennis courts will be available for community use outside normal school hours. Tennis bubble will allow for usage all-year round.</p> <p><u>Option 4</u> Scores 8 – positive contribution to addressing unmet demand for sports facilities as tennis courts will be available for community use outside normal school hours. Tennis bubble will allow for usage all-year round.</p>
<p>Increasing participation and physical activity amongst disadvantaged groups, particularly for people with a disability.</p>	<p><u>Option 1</u> Scores 0 – there will be no increase in participation as there will be no intervention.</p> <p><u>Option 2</u> Scores 5 – Whilst opening access to both facilities will increase participation in sport and physical activity outside normal school hours, lack of adequate cover on tennis courts will restrict usage. There is also an increased risk of deterioration.</p> <p><u>Option 3</u> Scores 9 – additional opportunities to increase participation in sport and physical activity amongst disadvantaged groups all year round, including evenings and weekends.</p> <p><u>Option 4</u> Scores 9 – additional opportunities to increase participation in sport and physical activity amongst disadvantaged groups all year round, including evenings and weekends.</p>

<p>To contribute towards providing quality facilities for the benefit of local communities which can provide opportunities to participate in physical activity.</p>	<p><u>Option 1</u> Scores 0 – there will be no increase in the provision of quality facilities due to lack of intervention.</p> <p><u>Option 2</u> Scores 5 – whilst opening access for community use will add value to the facility, there will be an increased risk of deterioration as a result of overuse and inclement weather.</p> <p><u>Option 3</u> Scores 8 – positive contribution towards providing a quality facility for the benefit of the local community which can be used all year round.</p> <p><u>Option 4</u> Scores 9 – positive contribution towards providing a quality facility for the benefit of the local community which can be used all year round. Scores higher than Option 3 as four courts will be covered as opposed to two.</p>
<p>To contribute towards improved community relations and cohesion between communities.</p>	<p><u>Option 1</u> Scores 0 – no contribution towards improving community relations and cohesion between communities as there will be no intervention.</p> <p><u>Option 2</u> Scores 5 – positive contribution towards improved community relations and cohesion as facilities will be available for community and club use outside normal school hours. However, this will be restricted due to lack of adequate cover.</p> <p><u>Option 3</u> Scores 9 – positive contribution towards improved community relations and cohesion as courts will be available for community and club use outside normal school hours all year round.</p> <p><u>Option 4</u> Scores 9 – positive contribution towards improved community relations and cohesion as courts will be available for community and club use outside normal school hours all year round.</p>
<p>Collaborative working between government departments and local government to contribute towards meeting wider government objectives</p>	<p><u>Option 1</u> Scores 0 – no intervention means there will be no contribution towards wider government objectives.</p> <p><u>Option 2</u> Scores 8 – collaborative working and joint funding between DfC and local council will contribute towards meeting wider government objectives.</p>

	<p><u>Option 3</u> Scores 8 – collaborative working and joint funding between DfC and DAERA will contribute towards meeting wider government objectives.</p> <p><u>Option 4</u> Scores 8 – collaborative working and joint funding between DfC and DAERA will contribute towards meeting wider government objectives.</p>
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8. SUMMARY AND SELECTION OF PREFERRED OPTION

- 8.1 Please complete the following table. In straightforward cases low cost options ranked high in terms of non-monetary benefits, with a low level of risk, will dominate the other options. In many case, however, there will be a trade-off between high cost (and possibly high risk) options with high benefits and low cost (and possibly low risk) options with lower benefits.

	Option 1	Option 2	Option 3	Option 4
Total Cost (Section 6)	£0.00	£100k	£190K	£280
Total Cost to DFC	£0.00	£0.00	£90K	£180K
Overall Risk Level (Section 6)	8	5	4	4
Non-monetary Benefits Ranking (Section 8)	4	3	2	1
Other Factors	N/A	N/A	N/A	N/A

5. Preferred option

- 8.2 Please describe in more detail the preferred option and why it has been selected:

The preferred option is number 3 as it meets the objectives and we have the necessary funding secured. Whilst option 4 scores higher in terms of non-monetary benefits, the cost is beyond our scope.

9. FINANCE AND VIABILITY

9.1 Finance

All funding should be stated whether it has been confirmed or merely applied for.

Funding Sources	Preferred Option	Funding Secured? If not, at what stage are negotiations at?
	£	
1.DFC	£90K	Waiting Approval
2.Owner (confirmed/applied) *	£100K	Secured
3.Other – Specify (confirmed/applied) *	N/A	N/A
Total Funding	£190K	

*If funding has not been confirmed then please provide details of the current status of the funding application.

9.2 Viability

Project viability should be assessed to help ensure that public money is not wasted on projects that will fail prematurely. There should be evidence of sound business planning and where the preferred option involves income generating activities, the assumptions behind the income figures should be explained and justified. The extent to which the projected incomes will cover the projected recurrent costs should be explored and the overall financial viability of the options determined. Business plans for the organisation proposing the project should be provided if possible. Explain the extent to which this has been considered and how you know the preferred option is viable in the long term.

Consultation between the local authorities and the community have shown a need for safe access to the leisure centre and shared facilities to encourage sport and play. The Council has secured funding for the access and resurfacing of the tennis courts that will benefit both parties and provide a useable facility to play sport. The development of a bubble will enhance the facility to be used by others all year round, and will be the first in the district to provide outdoor tennis on an all-weather court. The revenue will be generated by attracting clubs to hire the facility for events and games, and the revenue will be collected by the Leisure centre at reception.

Any recurring costs for maintaining the facility will be part of the duties of the staff and caretaker of the leisure centre complex. Utilities bill will have to be paid out of the revenue along with the sink fund for any maintenance or replacements needed.

It is believed that with the access to the land at the tennis courts supplied by Our Lady's Grammar is a saving for the Council in identifying a shared area that will support all corporate plans without the burden of purchasing land. The school gets an upgraded facility along with the Council investment and access to the Leisure centre and its facilities. This is a viable project for both parties and for the members of the leisure centre and students of the school.

As part of this project it is believed that relationships will grow and other opportunities will present themselves in the future in the areas of leisure and community partnerships.

10. MANAGEMENT, MONITORING AND EX POST EVALUATION

10.1 Please set out the arrangements for managing and monitoring the preferred option, including:

- (1) Arrangements for management and execution.
- (2) Procedures for dealing with potential and actual cost overruns.
- (3) Progress reports and their timing.
- (4) Who has overall responsibility

1. Assistant Director of Estate Department
2. Progress and budgets will be managed through CPD framework
3. Meeting and Deadlines

4. Internal Communications
5. Booking / Demand
6. Evaluated – by (a) Assistant Director of Estate Department
(b) Continuous evaluation throughout the project
(c) Quality, Timeframe and Fit for Purpose

10.2 Please set out the arrangements for post project evaluation (PPE):

- (1) When the PPE is to be completed.
- (2) Who is responsible for it (ideally should be someone independent of project being evaluated).
- (3) What factors are to be evaluated?
- (4) Procedures for disseminating any lessons learnt.

- (1) Post Project Evaluation (PPE) would be completed before the project is signed off.
- (2) Project Manager
- (3) The project manager would carry out site inspections and meeting with the contractors throughout the stages of development, and at each stage the project manager would complete managers' report detailing a range of topics such as Health & Safety, quality, time, cost, control management, the project management statement, and any other relevant documents of issues relating to the project. (Appendix 2)
- (4) A second document is used to track the project in its twenty –eight stages of process. (appendix 1 Project Quality Check) This documents shows the process from initial conception to the final checklist review for the PPE.

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Newtownhamilton Play Park Fencing Works
Reporting Officer (Including Job Title):	Conor Haughey, Head of Outdoor Leisure
Contact Officer (Including Job Title):	Declan Crilly, Outdoor Leisure Officer

<table border="1"> <tr> <td>For decision</td> <td>X</td> <td>For noting only</td> <td></td> </tr> </table>		For decision	X	For noting only	
For decision	X	For noting only			
1.0	Purpose and Background				
1.1	<p>Council approved in September 2018 for the relocation of the Dungormley Play Park, Newtownhamilton to be located within Jim Steen Park in Newtownhamilton. Planning application has been submitted for the new build park.</p> <p>Planners have requested some additional works e.g. fencing around the car park area within Jim Steen. Wicksteed and Playboard have also requested that a ballstop fence be located to the rear of the soccer pitch in order to protect children playing in the park.</p>				
2.0	Key issues				
2.1	<ul style="list-style-type: none"> Timeframe to get works completed before 31st March 2019 in order to draw down RDP funding. 				
3.0	Recommendations				
3.1	<p>That the Committee agree:-</p> <p>To the additional capital spend on this play park of £18,945.00 from within the current overall capital budget for the Play Strategy 2017-2022.</p>				
4.0	Resource implications				
4.1	<ul style="list-style-type: none"> Budget cost of £18,945.00 from existing capital budget. 				
5.0	Equality and good relations implications				
5.1	No equality or good relations adverse impact is anticipated.				
6.0	Rural Proofing implications				
6.1	The Play Strategy itself was subject to rural proofing.				
7.0	Appendices				
	Appendix 1: Quotation for works from M&M Fabrication				
8.0	Background Documents				
	None				

Appendix 1:

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- Remove double entrance gates and posts along the access to the playing fields
 - Remove posts below ground level and leave safe
 - Remove pedestrian gate complete with posts and leave safe
 - Excavate area around the car park and install new 1.2 high green ibex perimeter fencing
 - Install new double set of entrance gates complete with posts, hinges and locking devices
 - Install new spring type pedestrian gate complete with posts for safe access to the kick about
 - Excavate areas to the rear of the soccer goal posts located closest to the access
 - Install new galvanised sockets and secure in concrete
 - Install new galvanised powder coated high level ball stop fence complete with posts, panels and fixings
 - Finish all excavated areas with top soil
- Total cost £18945.00+vat

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Sports Hub Application
Reporting Officer (Including Job Title):	Conor Haughey, Head of Outdoor Leisure
Contact Officer (Including Job Title):	Declan Crilly, Outdoor Leisure Officer

<table border="1"> <tr> <td>For decision</td> <td><input checked="" type="checkbox"/></td> <td>For noting only</td> <td><input type="checkbox"/></td> </tr> </table>		For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>		
1.0	Purpose and Background				
1.1	<p>Council had agreed to submit the Sports Multi Hub funding application to Sport NI's £6.7 million funding strand for Newry Leisure Centre and Donard Park Newcastle as specified within the Feasibility study carried out on the Councils Sports Facility Strategy.</p> <p>Both applications are seeking approx. £1million pounds for each project from Sport NI. Council have been successful by the initial and stage one application to progress to stage two.</p> <p>Stage two requires sports development plans, community consultations, business cases and economic appraisals for each application. These works will require the appointment of a consultant to work in partnership with our sports development section and all relevant stakeholders.</p>				
2.0	Key issues				
2.1	<ul style="list-style-type: none"> • Timeframe to get stage 2 application submitted before 1st March 2019 in order to progress to final stage of funding. • Sports Development Plan to be drawn up, • Community Consultations to be held, • Appointment of consultant. 				
3.0	Recommendations				
3.1	<p>That the Committee agree:-</p> <p>To carry out low value exercise to appoint a consultant to submit stage 2 applications for each designated programme from existing sport hub capital budget.</p>				
4.0	Resource implications				
4.1	<ul style="list-style-type: none"> • Budget cost of £10,000.00 from existing capital budget. • Staff time to deliver the application. 				
5.0	Equality and good relations implications				
5.1	No equality or good relations adverse impact is anticipated.				

6.0	Rural Proofing implications
6.1	The Sports Strategy itself was subject to rural proofing.
7.0	Appendices
	None
8.0	Background Documents
	None

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Newry Leisure Centre Café
Reporting Officer (Including Job Title):	Kieran Gordon, Head of Indoor Leisure
Contact Officer (Including Job Title):	Arlene Barton , Area Manager (NLC/St Colmans)

For decision	For noting only	X
1.0	Purpose and Background	
1.1	Previously in June 2016, members were asked to consider the operating model for the café that is provided for as part of Newry Leisure Centre Phase 2. Options were provided and it was agreed to permit Officers to proceed with option 2 as set out within that report and aim to appoint a supplier.	
1.2	<p>Following a procurement process, the current incumbent was appointed for 3 years with option for both parties to mutually agree to extend by two further 1 year periods up to a maximum of 5 years in total subject to satisfactory performance as outlined within the licence agreement and tender specification.</p> <p>The current incumbent has now tendered their notice and in line with the contract they must give 6 months notice. However, they have now ceased trading and currently there is no café provision within Newry Leisure Centre.</p>	
2.0	Key issues	
2.1	<p>In light of the circumstances, Officers immediately began working with the Council's procurement section to commence a procurement process in order to invite expressions of interest for operators to lease the space on the basis of specifications being met and best value in line with procurement procedures.</p> <p>As previously agreed in June 2016, this would involve Officers entering into a Management Agreement with a business adopting a specification that reflects the ethos and standards of NMDDC, eg, operating standards, brand/marketing, general pricing strategies, range of menus on offer, etc. It is still envisaged that whilst Council staff would have little or no involvement in day to day operations, they would maintain a direction on café strategy via a Management Agreement with specific KPI's being met and would include clauses that cover termination if KPI's are not met.</p>	
3.0	Recommendations	
3.1	To note that Officers have commenced a procurement process that is consistent with previous Council decision in June 2016 and pending the outcome of the procurement process, Officers would seek to appoint the successful operator and aim to minimise the duration where there would be no café available to the customers of Newry Leisure Centre.	
4.0	Resource implications	
4.1	<p>Officer time – to make staff aware of arrangements, to co-ordinate implementation plan with successful café supplier</p> <p>Finance – It is anticipated that Council will receive a rental income payable in</p>	

	monthly instalments
5.0	Equality and good relations implications
5.1	Section 6 of the Council's approved Equality Scheme outlines arrangements for ensuring accessibility of public access to services we provide. Previously, both options provided for consideration did address access to services through different means. In relation to the approved option in June 2016 (option 2) i.e. Procurement process to allow a Business Franchise to Operate, a commitment has been made that the customer should suffer no detriment and that this would involve Officers entering into a Management Agreement with a business adopting a specification that reflects the ethos and standards of the Council e.g. operating standards, brand/marketing, general pricing strategies, range of menus on offer, etc. Monitoring the implementation and impact of said policy decision and course of action will ensure Council meets its equality scheme commitments.
6.0	Rural Proofing implications
	The proposal and recommendations tabled for consideration do not fall within an activity subject to Section 1 (1) of the Rural Needs Act (NI) 2016
7.0	Appendices
	N/A
8.0	N/A

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	New Down Leisure Centre Pricing Amendments
Reporting Officer (Including Job Title):	Kieran Gordon, Head of Indoor Leisure
Contact Officer (Including Job Title):	Sinead Geary , Area Manager (DLC/Ballymote)

For decision	X	For noting only
1.0		Purpose and Background
1.1		Previously, in February 2018, Council approved the current scale of charges for the leisure and sport section for the 2018/19 financial year.
1.2		In February 2018, Officers highlighted that a further review and analysis should be conducted and reported back to AHC committee for consideration on the required pricing transition of membership packages upon the anticipated opening of the new Downpatrick Leisure Centre later in 2018. This was completed and Council approved this in August 2018.
1.3		However, Officers have identified further pricing that is not considered comparable to the existing centre and this report set out the specific areas and recommendations.
2.0		Key issues
2.1		<p>The previous Down Leisure Centre had a variety of multi use rooms, all with various price points. Officers have reviewed these and would therefore propose the following:</p> <p><u>New DLC Multi Purpose Rooms</u> Room Cat A £16.30 per hour Room Cat A £12.20 per hour concession</p> <p><u>New DLC Sports Hall (4 x courts)</u> Sports Activity Adult £7.70 per 50 mins Sports Activity Concession £6.10 per 50 mins User Group Commercial £16.30 per 50 mins User Group Concession £7.70 per 50 mins</p> <p><i>* note these are not "new pricing points" as they are specific to other centres and are listed in appendix 5 of the 2018/19 Scale of Charges therefore by adopting this approach, proposed pricing will be consistent with comparable wet/dry facilities such as Newry Leisure Centre and Kilkeel Leisure Centre.</i></p>
2.2		In addition, the previous Down Leisure Centre had a 5 lane pool and a small teaching pool, all with various price points. The new Down Leisure Centre has a 6 lane pool and a teaching pool with a moveable floor. Officers have reviewed these and would therefore propose the following:

	<p><u>Main Pool (each can be pro-rata up/down based on area needed and duration)</u> 6 Lane Commercial - £81.40 per hour 6 Lane Non-Commercial - £30.00 per hour</p> <p><u>Teaching Pool (each can be pro-rata up/down based on area needed and duration)</u> Commercial - £27.10 per hour Non-Commercial - £8.10 per hour</p> <p><i>* note these are not "new pricing points" as they are specific to other centres and are listed in appendix 5 of the 2018/19 Scale of Charges therefore by adopting this approach, proposed pricing will be consistent with the comparable wet facility in Kilkeel Leisure Centre.</i></p>
3.0	Recommendations
3.1	<p>To allow officers to proceed with specific pricing as per section 2.1 and 2.2 for the new Downpatrick Leisure Centre.</p> <p>This would ensure a consistent approach is now adopted within the Council's 3 wet/dry facilities in Downpatrick, Kilkeel and Newry.</p>
4.0	Resource implications
4.1	<p>Officer time – to engage with user groups, to make staff aware of pricing and to update and configure literature and computerised till systems</p> <p>Other Impacts – will continue to ensure a more robust and standardised approach to pricing across Leisure and Sport services and facilities</p>
5.0	Equality and good relations implications
5.1	<p>The proposal sets out specific action to be undertaken regards to implementing recommendations from the Indoor Leisure Business Plan. It is therefore not anticipated the recommended actions will have an adverse impact upon the promotion of equality and opportunity and good relations, but will generate opportunity to take positive action. Details listed in sections 2.1 and 2.2 have potential to provide consistent application of membership and pricing operating arrangements.</p>
6.0	Rural Proofing implications
	<p>The proposal and recommendations tabled for consideration do not fall within an activity subject to Section 1 (1) of the Rural Needs Act (NI) 2016</p>
7.0	Appendices
	N/A
8.0	2018/19 Indoor Leisure Scale Of Charges (Approved Feb 2018)

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Support request from Keep Northern Ireland Beautiful for Eco Schools Programme for period 2019-20
Reporting Officer (Including Job Title):	Eoin Devlin, Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sheena McEldowney, Head of Sustainability

<table border="1"> <tr> <td>For decision</td> <td>X</td> <td>For noting only</td> <td></td> </tr> </table>		For decision	X	For noting only	
For decision	X	For noting only			
1.0	Purpose and Background				
1.1	<p>The Eco Schools programme is an international programme that aims to make environmental awareness and action an intrinsic part of the life and ethos of a school.</p> <p>The programme has three awards – Bronze, Silver and the highest award of the coveted Green Flag. Both Newry and Mourne and Down legacy Councils have been supporters of the programme at local level over the years and this has continued into the new Council.</p> <p>Keep Northern Ireland Beautiful operate the programme in Northern Ireland. As a charity, they rely on financial support to enable them to continue to operate the programme - work that includes administration, running a web site, providing a monthly newsletter, arranging award assessments and attending Eco Schools events organised by Councils such as the "Eco Schools Teacher Information Events" and "Chairman's Green Flag Reception" which are held annually.</p>				
2.0	Key issues				
2.1	<ul style="list-style-type: none"> • Keep Northern Ireland Beautiful (see letter appendix 1) is requesting a contribution of £1,650 from the Council for the period 2019-20. They work out that this contribution is at a cost to the Council of 6p per pupil in the District. • The programme in Newry, Mourne and Down has proven highly successful. All schools in the District are registered with the programme. • Currently sixty-three schools have obtained green flag status. • Thirty-three schools have silver awards • Sixteen schools have bronze awards. • Schools undertaking the programme work on ten environmental topics - 				

	<p>Litter, Energy, Water, Waste, Transport, Healthy Living, Schools Grounds/Outdoor Learning, Biodiversity, Global Perspective and Climate Change. These topics, and the work carried out by schools, are in keeping with the mission statement contained in the corporate plan: "to lead a district that is prosperous healthy and sustainable".</p> <p>There are one hundred and thirty seven schools in the District in total and so there is still work to be done if all schools are to progress through the programme.</p>
3.0	Recommendations
3.1	Council approve the contribution of £1,650 for the period 2019-20.
4.0	Resource implications
4.1	Contribution will come out of existing budgets.
5.0	Equality and good relations implications
5.1	No equality or opportunity or good relations adverse impact is anticipated.
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered
7.0	Appendices
	Appendix I: Letter dated 17 October 2018 from Keep Northern Ireland Beautiful entitled "Council support request for the Eco-Schools Programme in NI 2019 – 2020"
8.0	Background Documents
	N/A

17 October 2018



**KEEP
NORTHERN
IRELAND
BEAUTIFUL**

Dear Eoin Devlin,

Council support request for the Eco-Schools Programme in Northern Ireland 2019/2020.

This letter is a request for support for the Eco-Schools programme in your council area in 2019/2020. Your continued support both financially and with staff time is highly appreciated by Keep Northern Ireland Beautiful. We look forward to continuing the relationship we have established over the years which has helped cement Northern Ireland as top achiever globally in the Eco-Schools programme.

The support request for 2019/2020 is **£1,650** which equates to an investment of around **6 pence per pupil** in your council area. There is a small increase in requested funding for the first time since the council mergers in 2015, since then the request had been static at **£1,500**. The increase for 2019/2020 reflects a slight inflationary adjustment and growth in support requests from schools involved in the programme as its popularity continues to grow.

The Eco-Schools programme is the world's largest environmental education programme run by the Foundation for Environmental Education in 67 countries and reaching over 18 million pupils across the world.

Here in Northern Ireland it is run by environmental charity Keep Northern Ireland Beautiful with support from DAERA and all 11 local councils. Its standing with schools here is such that in 2015 we became the first country in the international programme to achieve 100% registration from all our schools. It is going from strength to strength every year however this cannot be achieved without your vital and much appreciated support.

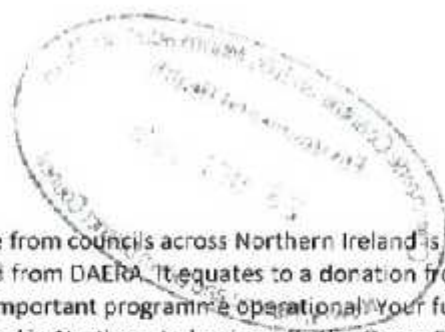
There is still much more to be done to educate and activate our young people so they can make informed decisions and behaviour choices to ensure a sustainable Northern Ireland. The programme encourages and directs young people to think about litter, waste and recycling, energy saving, water conservation, transport options, biodiversity, the natural environment they are custodians of, and make positive choices for a better future.

Impacts that we have already seen from the Eco-Schools programme are:

- 12,805 pupils involved in lifting 2,533 bags of litter
- 34% reduction in waste going to landfill (average 11kg daily/school)
- 20% energy saved on power down days
- 40% average reduction in car use and over 36,000 sustainable journeys during the Travel Challenge
- 67% raised knowledge and awareness of Climate Change topic
- 4.2% increase in time spent in outdoor learning equating to an extra hour/week in the 3rd term
- 26% of schools in Northern Ireland are flying the internationally recognised Green Flag
- 2018 saw the registration of our first 3rd level EcoCampus – Stranmillis University College.

Bridge House, 2 Paulett Avenue, Belfast, BT5 4HD
T. 028 9073 6920 E. enquiries@keepnorthernirelandbeautiful.org

keepnorthernirelandbeautiful.org  



**KEEP
NORTHERN
IRELAND
BEAUTIFUL**

The funding which we receive from councils across Northern Ireland is a vital part of our match funding for the grant received from DAERA. It equates to a donation from the 11 councils of just 6 pence per pupil to keep this important programme operational. Your funding will secure growth in the programme so every school in Northern Ireland can fly the Green Flag and the programme can grow with its young people to support them through the next level of their education in colleges and campuses around Northern Ireland.

Match funding for the DAERA grant is essential for the continuation of the Eco-Schools programme in Northern Ireland. We have so far, because of your continued support, not had to pass the cost on to schools and been able to offer the programme and assessments for free. We hope to continue this in the future as schools come increasingly under financial pressure.

As well as the associated environmental benefits mentioned above for your funding we can provide your council with:

- A pre-existing programme to assist council delivery of their waste and litter prevention programmes.
- The opportunity to be associated with this prestigious international environmental education programme.
- Clear linkage to council support for young people's environmental leadership development.
- Free training for your staff to become Eco-Schools Green Flag Assessors.
- Support of Cluster Group meetings for teachers in the council area which deliver valuable information to schools progressing through the Eco-Schools programme and provide the council with opportunities to promote their own projects and build relationships with teachers.
- Attending and promoting Green Flag award ceremonies hosted by the Council which are important to schools and pupils, re-enforcing the importance of their work and introducing pupils to their local council's involvement and relevance in what they are doing in school.
- Growth of the Ambassador Eco-School network in council areas supporting the programme - Ambassador Eco-Schools are flagship schools driving their environmental message further into the community and mentoring other schools in their area.
- Providing reports and statistics on schools in the council area which are involved in the Eco-Schools programme - Biannual reports are provided to supporting councils (March and September) highlighting statistics for schools and information about initiatives. We provide support for council staff and elected representatives such as responding to ad hoc queries on the status of schools in the council area in supporting council areas.
- Access to the new Keep Northern Ireland Beautiful Data Hub, which puts information and statistics from Keep Northern Ireland Beautiful programmes you support at your fingertips (www.keepnorthernirelandbeautiful.org).
- Opportunities to promote your campaigns and activities through the monthly Eco-Schools newsletter and signposting schools to relevant council contacts on the Eco-Schools website (www.eco-schoolsni.org).
- Preference given to schools in council areas supporting the programme for promotion through media outlets.
- Allowing schools access to additional funding provided through Eco-Schools for projects such as the international Wrigley Litter Less campaign.

Bridge House, 2 Paulett Avenue, Belfast, BT5 4HD

T. 028 9073 6920 E. enquiries@keepnorthernirelandbeautiful.org

keepnorthernirelandbeautiful.org  

The logo consists of the text "KEEP NORTHERN IRELAND BEAUTIFUL" in a bold, sans-serif font, enclosed within a thin, olive-green rectangular border.

We can all sense that these are important times for the environment both locally and globally. We want to be part of the answer and the solution to the many issues becoming apparent. Our young people also are asking for support and affirmative action. We know that you too can be part of this and working together we can all build a better future.

Enclosed is an Eco-Schools Support Request Form please return this form as soon as possible. Please provide the necessary Purchase Order number by the end of June 2019 to ensure access to the benefits listed above is maintained.

If you require any further information or our attendance at relevant committee meetings please contact me.

Yours Sincerely

A handwritten signature in black ink, appearing to read "Ruth Van Ry".

Ruth Van Ry

Environmental Education Manager

Keep Northern Ireland Beautiful

Bridge House, 2 Paulett Avenue, Belfast, BT5 4HD

T. 028 9073 6920 E. enquiries@keepnorthernirelandbeautiful.org

keepnorthernirelandbeautiful.org  

Report to:	Active and Healthy Communities
Date of Meeting:	19 November 2018
Subject:	Nuclear Free Local Authorities AGM December 2018
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sheena McEldowney, Head of Sustainability

Confirm how this Report should be treated by placing an x in either:-

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>Nuclear Free Local Authorities tackle in practical ways, and within their powers, the problems posed by civil and military nuclear hazards. As the local government voice on nuclear issues, the NFLA are keen to encourage local authorities to adopt anti-nuclear policies and join our network – particularly as the Government plan for nuclear power to be part of the mix of energy supply for the UK over the next 40 years, and are spending billions of pounds each year on replacement nuclear weaponry.</p> <p>The NFLA aims to:</p> <ul style="list-style-type: none"> • Increase local accountability over national nuclear policy; • Identify the impact of national nuclear policy on local communities; • Work to minimise nuclear hazards and increase public safety. <p>Newry, Mourne and Down District Council are a NFLA member Council of which Councillor John Trainor is Co-Chair of the NFLA All Ireland Forum.</p>
2.0	Key issues
2.1	<p>The Nuclear Free Local Authorities AGM will take place in Newry, Mourne and Down District Council on 7th December 2018 in the Boardroom of O'Hagan House Monaghan Row Newry.</p> <p>The meetings are proposed as follows: 10am - 11am NFLA Scotland and NFLA Ireland business meetings 11am - 12.30pm NFLA UK & Ireland Steering Committee 12.30pm - 1pm NFLA UK & Ireland AGM 1pm - 1.30pm Lunch 1.30pm - 3.30pm NFLA Annual Policy Seminar</p> <p>Nominations are sought from interested Councillors to attend the AGM.</p>

3.0	Recommendations
3.1	Nominations are sought from interested Councillors to attend the AGM on Friday 7 th December 2018.
4.0	Resource implications
4.1	
5.0	Equality and good relations implications
5.1	No equality or opportunity or good relations adverse impact is anticipated.
6.0	Rural Proofing implications
6.1	N/A
7.0	Appendices
	N/A
8.0	<p>Background Documents</p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>

Report to:	Active and Healthy Communities
Date of Meeting:	19 th Nov 2018
Subject:	Update report on Energy Efficiency Works within Council owned Community Centres
Reporting Officer (Including Job Title):	Janine Hillen Assistant Director of Community Engagement
Contact Officer (Including Job Title):	Julie Mc Cann Head of Community Services, Facilities and Events Ciaranog Mussen, Energy & Sustainability Officer

<table border="1"> <tr> <td>For decision</td> <td>For noting only</td> <td>x</td> </tr> </table>		For decision	For noting only	x															
For decision	For noting only	x																	
1.0	Purpose and Background																		
1.1	<p>The Community Services Department in conjunction with the Councils Energy Efficiency Officer have conducted audits of council owned community buildings to assess energy usage levels within Centres (e.g. electric, water, oil etc).</p> <p>Remedial works are identified and subsequently implemented; with the aim of trying to reduce the running costs of these facilities. This is in keeping with Councils Corporate Objective to "Protect our natural and built environment by developing clean and attractive places with increase in biodiversity and renewable energy sources and lower energy costs".</p> <p>In the financial year 17/18 over £90,000 was spent within Community Centres.</p> <table border="1"> <thead> <tr> <th>Centre</th> <th>Completed Works</th> </tr> </thead> <tbody> <tr> <td>Bridge Centre, Killyleagh</td> <td>Supply and install exterior lighting</td> </tr> <tr> <td>Hilltown CC</td> <td>Supply of LED lighting</td> </tr> <tr> <td>Annalong CC</td> <td>10 no's radiant heaters Partial fill & top up of loft New windows</td> </tr> <tr> <td>Bessbrook CC</td> <td>Cistimisers for urinals Cavity Wall Insulation & top up of loft insulation Solar Photovoltaic Panel system on both east & west sides</td> </tr> <tr> <td>Forkhill CC</td> <td>Cistimisers for urinals Top up of cavity wall insulation</td> </tr> <tr> <td>Mullaghbane cc</td> <td>Extraction & full fill cavity wall insulation at rear of building. Top up of loft area. Replacement Gas boilers</td> </tr> <tr> <td>Crossmaglen CC</td> <td>Partial fill of cavity wall insulation</td> </tr> <tr> <td>3 ways CC</td> <td>Partial fill to front section: Extraction & full fill cavity wall insulation to main hall</td> </tr> </tbody> </table>	Centre	Completed Works	Bridge Centre, Killyleagh	Supply and install exterior lighting	Hilltown CC	Supply of LED lighting	Annalong CC	10 no's radiant heaters Partial fill & top up of loft New windows	Bessbrook CC	Cistimisers for urinals Cavity Wall Insulation & top up of loft insulation Solar Photovoltaic Panel system on both east & west sides	Forkhill CC	Cistimisers for urinals Top up of cavity wall insulation	Mullaghbane cc	Extraction & full fill cavity wall insulation at rear of building. Top up of loft area. Replacement Gas boilers	Crossmaglen CC	Partial fill of cavity wall insulation	3 ways CC	Partial fill to front section: Extraction & full fill cavity wall insulation to main hall
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3 ways CC	Partial fill to front section: Extraction & full fill cavity wall insulation to main hall																		

	Cloughreagh CC	Cavity Wall Insulation
	Market House	Partial fill cavity all insulation
	Ballynahinch CC	LED Lighting throughout building
2.0	Key issues	
2.1	<p>In the financial year 2018/19 the Council has allocated £100,000 to continue this programme of improvement.</p> <p>To date the following projects have been completed:</p> <ul style="list-style-type: none"> • Replacement windows in Mullaghbane CC • Upgraded the lighting at 3G pitch at Castlewellan CC • Installed LED lighting in Three ways CC/ Barcroft CC/ Cloghreagh CC and Meadow/ Armagh Road CC. <p>The following projects are currently being progressed:</p> <ul style="list-style-type: none"> • Replacement windows at Loanda House, 3 Ways CC and Dan Rice Hall • Boiler Replacement at 3 Ways CC • Replacement Heating system at Ballynahinch Centre 	
3.0	Recommendations	
3.1	To note the report	
4.0	Resource implications	
4.1	£100,000 in the capital rate estimates to cover all works proposed.	
5.0	Equality and good relations implications	
5.1	No equality or opportunity or good relations adverse impact is anticipated.	
6.0	Rural Proofing implications	
6.1	Due regard to rural needs has been considered	
7.0	Appendices	
	None	
8.0	Background Documents	
	None	

Report to:	Active & Healthy Communities Committee
Date of Meeting:	19 November 2018
Subject:	Social Investment Fund - Update
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Justyna McCabe, Programmes Manager

For decision	For noting only	x
1.0	Purpose and Background	
1.1	<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: 'Work It' Project completed. <u>Castlewellan Community Centre:</u> The contractors have commenced works on the site. <u>Community Operated Sports Facilities:</u> Updated business cases have been completed and all information has been provided to the Executive Office who should soon make a decision in relation to the projects.</p>	
2.0	Key issues	
2.1	The Executive Office is considering options and associated additional costs in respect of the Community Operated Sports Facilities.	
3.0	Recommendations	
3.1	That the Committee note the report.	
4.0	Resource implications	
4.1	Current Council contribution Downpatrick £95K, Ballyhornan £125K	
5.0	Equality and good relations implications	
5.1	The Economic Appraisals include a commitment to balanced interventions, equal opportunities and Section 75.	
6.0	Rural Proofing implications	
6.1	Due regard to rural needs has been considered.	
7.0	Appendices	
	Minutes of SIF project Board Meeting September 2018.	
8.0	Background Documents	
	N/A	

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

MINUTES OF SIF CAPITAL PROJECT BOARD MEETING
Monday 3rd September 2018 @ 11.15am, Conference Room, Civic Centre
Down Patrick

CHAIRPERSON: Conor Mallon

IN ATTENDANCE:

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

APOLOGIES:

Jan Nixey
Janine Hillen
Kenny Knox
Francesca Dowler

1. INTRODUCTIONS:

Conor welcomed all the members of the project board and thanked all those in attendance. 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:

The minutes for the SIF Capital Project Board meeting 5th June 2018 have been updated to reflect that Ards and North Down Council have not to date agreed to manage the asset at the Kilcooley site on completion of construction.

Community Operated Sports Facilities - Kilcooley. The management of the Kilcooley asset will be discussed at the September Ards and North Down Council meeting. Correspondence from the Executive Director will be contained within the papers submitted to council.

Debbie Murphy agreed/authorised the submission of the Kilcooley Planning Application.

Action: Conor Mallon to coordinate the submission of the Kilcooley Planning Application.

Debbie Murphy confirmed that there can be no transfer of land from the Housing Executive for the Kilcooley project. The Business case has been updated to reflect this.

Sarah McClory has confirmed that the risk regarding the land and asset ownership have been added to the risk register.

Tom McClean confirmed he has met with Debbie Murphy in regards to a revised schedule of works for Castlewellan and he confirmed that the contractor is currently working on the revised schedule of work.

5. Castlewellan: Community Centre

5.1 The construction of Castlewellan Community Centre is in week 8.

The Demolition phase is complete.

The compound has been reduced back to allow for two porta cabins for Naiscoil

In relation to the potential reuse of roof trusses a structural engineer has been appointed and will meet and update Tom McClean. Potential saving will be recalculated dependent upon the Structural engineer report.

Building control have requested an extra fire door and a change to the carpet colour.

A local MLA has raised a concern over an increased number of rats in the area since construction commenced.

5.2 Risk Register

Item No 6 Risk of existing section of building to be retained and renovated being condemned. The risk has been updated to amber.

The risk to displacement of services has been nullified due to porta cabins on site.

6. Community Operated Sports Facilities

Ballyhornan:

Paul Brannigan confirmed that the Ballyhornan maps have been sent to the community group solicitors. The solicitors for the community groups have forwarded the information to their clients on the 27th August and have requested a response within a two week timeframe.

It has been agreed that the Building Control application for the Ballyhornan project should be submitted.

The ITT draft has been issued by the design team and is currently under review by Estates and PM.

Additional surveys are required to identify the location of BT and NIE cables on the site. The estimated cost is £2500-£3000.

Debbie Murphy approved the additional expenditure.

Newry Mourne and Down District Council will raise a purchase order to employ a contractor for the survey.

Action: Debbie Murphy will check with Kenny Knox that the above procurement process meets SIF requirements.

Ciara Burns provided Debbie Murphy with additional information on job description and a confirmation of management fees for the Business case.

Action: Sarah McClory to review Ballyhornan management fees based on the new project revisions.

Downpatrick

The Executive Office Major Business Case Conference will be held on the 1st October 2018. The Agenda will include the Downpatrick SIF project.

Local representatives have approached Conor Mallon to determine if there are alternative sites available for the Downpatrick project.

Debbie Murphy confirmed to the group that a new site for Downpatrick would be considered a new project.

The local Health Trust has declared land as surplus adjacent to the Downshire Estate. The group queried if this land would be a viable alternative site for Downpatrick in the short term.

The Department of community representative Raphael Crummy queried if the potential trust site is in a neighbourhood renewal area.

Action: Conor Mallon to provide Raphael Crummy with the location details of potential new site.

Action: Raphael Crummy to review if the Trust site can be classified as an alternative option.

Action: Raphael Crummy to discuss with the Department of Communities management hierarchy the potential alternative Downpatrick site option to determine if it is a viable option and the role that the Department of Communities could undertake.

Kilcooley

Kilcooley project is at the ITT stage.

Action: Conor Mallon and Paul Brannigan to review activity schedule and determine actual expenditure to date and forecast expenditure. Actual and forecast data to be submitted to Debbie Murphy.

Conor Mallon advised that additional costs had been incurred on both the Kilcooley and Downpatrick projects during the design development and planning stages.

There are also savings if the Downpatrick project does not proceed.

It is expected that when the value of the savings will be approx. £5k.

The breakdown of the costs would be forwarded to K Knox for information

The Project Board are currently awaiting the outcome of the Ards and North Down council meeting to determine if they will take on Kilcooley as an asset post construction.

7. Update from Department for Communities

Raphael Crummy confirmed that they will re-profile all financials to next year 2019/2020. Raphael highlighted that the SIF letter of offers run out in March 2020.

Anita Waite had declared easements for next year and requested they be profiled for next year. There are no guarantees that this will be approved.

8. Finance

The current management fee forecasts to be updated to reflect the revised business case

9. OBA NISRA report cards

No update on the Report card.

Signed: Conor Mallon
 Chairperson

Signed: Justyna McCabe

Next Project Board Meeting:

Monday: 15th October 2018

Location: Training Room, Monaghan Row, Newry.

Time: 10am

Report to:	Active and Healthy Communities Committee
Date of Meeting:	19 November 2018
Subject:	Sports Awards 2019
Reporting Officer (Including Job Title):	Conor Haughey – Head of Outdoor Leisure
Contact Officer (Including Job Title):	Pat Power - Sports Development Manager

<table border="1"> <tr> <td>For decision</td> <td>For noting only</td> <td><input checked="" type="checkbox"/></td> </tr> </table>		For decision	For noting only	<input checked="" type="checkbox"/>
For decision	For noting only	<input checked="" type="checkbox"/>		
1.0	Purpose and Background			
1.1	The Launch of the inaugural Newry, Mourne and Down District Council Sports Awards in association with the Sports Association Newry, Down and South Armagh (SANDSA) in the week starting 7 th January 2019.			
2.0	Key issues			
2.1	<ul style="list-style-type: none"> Timeframe to have all arrangements in place for the Launch and Awards Evening. 			
3.0	Recommendations			
3.1	<p><i>That the Committee note:</i></p> <ul style="list-style-type: none"> The Sports Awards will be held in the Canal Court Hotel, Newry on Thursday 7 March 2019. Council and SANDSA will recognise a diverse range of achievement, consisting of 13 categories of awards (see appendix 1). 			
4.0	Resource implications			
4.1	<ul style="list-style-type: none"> Officers time £10,000.00 from current budget 2018/19. 			
5.0	Equality and good relations implications			
5.1	No equality impact assessment is required at this time.			
6.0	Rural Proofing implications			
6.1	There are no negative implications identified.			
7.0	Appendices			
	Appendix I: Award Categories			
8.0	Background Documents			
	None.			



Sports Awards Categories: Thursday 7 March '19

Junior Club Team of the Year

Senior Club Team of the Year

Sportsperson/Team of the Year with a Disability

Life-Time Services to Sport

Young Sport Volunteer of the Year

Sport Volunteer of the Year

Disability Coach of the Year

Young Technical Official of the Year

Technical Official of the Year

Young Coach of the Year

Performance Pathway Coach of the Year

Junior Sportsperson of the Year

Senior Sportsperson of the Year

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Play Park Strategy Update
Reporting Officer (Including Job Title):	Conor Haughey, Head of Outdoor Leisure
Contact Officer (Including Job Title):	Declan Crilly, Outdoor Leisure Officer

For decision	For noting only	X
1.0	Purpose and Background	
1.1	<p>Council had agreed to carry out the 16 no. rural development play park upgrades which have been funded by RDP funding and Council capital budget. All works are to be complete by 31st March 2019.</p> <p>Council have agreed all the Wicksteed design and upgrade works. Playboard have completed all of the stage 3 community consultations.</p> <p>Planning applications have also been submitted for Killough, Ballyholland, Newtownhamilton and Forkhill as these parks are being relocated.</p> <p>Works are on-going with an agreed programme being delivered for these 16 no. parks and official openings being arranged thereafter. It can be confirmed that contractors and Wicksteed are on schedule within the agreed programme.</p>	
2.0	Key issues	
2.1	<ul style="list-style-type: none"> • Timeframe to complete all upgrades before 31st March 2019 in order to meet RDP funding conditions. • 	
3.0	Recommendations	
3.1	That the Committee note the report.	
4.0	Resource implications	
4.1	<ul style="list-style-type: none"> • Council capital budget and RDP Funding to deliver the 16 no. upgrades, • Planning applications. 	
5.0	Equality and good relations implications	
5.1	No equality or good relations adverse impact is anticipated.	
6.0	Rural Proofing implications	
6.1	The Play Strategy itself was subject to rural proofing.	
7.0	Appendices	
	Appendix 1: Programme of Works for Play Park Upgrades	
8.0	Background Documents	
	None	

Appendix 1:

	Finishing Date
1 Meigh CC	8th Oct 2018
2 Lislane	16th Nov 2018
3 Bridge Centre Killeagh	16th Nov 2018
4 Westlands	4th Jan 2018
5 Lurganaire	4th Jan 2018
6 Drumintee	14th Dec 2018
7 Drumaness	15th Feb 2018
8 Joneborough	15th Feb 2018
9 Oliver Plunkett Park Camlough	16th Nov 2018
10 Burren Village Green	22nd Mar 2018
11 Cullyhanna	22nd Mar 2018
12 Innisfree Ballyholland	31st Mar 2019
13 Newtownhamilton	31st Mar 2019
14/15 Forkhill Projects	31st Mar 2019
16 Killough Playing Field	31st Mar 2019

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	Macmillan Move More Programme
Reporting Officer (Including Job Title):	Conor Haughey, Head of Outdoor Leisure
Contact Officer (Including Job Title):	Laura McGrath, Move More Co-Ordinator

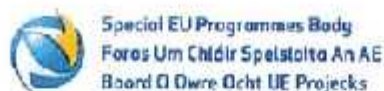
<input type="checkbox"/> For decision <input type="checkbox"/> For noting only <input checked="" type="checkbox"/> X	
1.0	Purpose and Background
1.1	<p>The Move More programme is for everyone who has a Cancer diagnosis irrespective of cancer type and stage of cancer. Move More NM&D aims to ensure that "everyone living with and beyond cancer in Newry, Mourne & Down is aware of the benefits of physical activity and enabled to choose to become and to stay active at a level that's right for them". Newry Mourne and Down also offer the Move More programme to everyone in the District who has inherited a Cancer gene and is at risk of a diagnosis.</p> <p>The Move More programme offers a diverse menu of physical activity opportunities, incentives provided include 12 weeks free membership for each participant at any of the leisure facilities in the District; free access for a family member / friend / carer; and, discounted membership rates for 3 years, this includes all classes at leisure facilities in the District (e.g. Yoga, Pilates, Aquafit);. There is also opportunities to access existing physical activity initiatives; Group & Individual Cancer Specific Programmes; Walking; Move More DVD; and, other opportunities based on identified needs. Participants will also receive a minimum of 12 months ongoing behaviour change support (e.g. One to one meetings, telephone calls, Text messaging, Emails).</p> <p>Targets for the programme are; 100 referrals in year 1, 175 referrals in year 2 and 225 referrals in year 3. In total 500 referrals over the 3 years. Figures to date, after 11 months into the programme Newry Mourne and Down have 130 referrals. Conor mallon</p>
2.0	Key issues
2.1	<ul style="list-style-type: none"> Retaining uptake and delivery of programme
3.0	Recommendations
3.1	That the Committee note the report.
4.0	Resource implications
4.1	<ul style="list-style-type: none"> Move more co-ordinator funded post.

5.0	Equality and good relations implications
5.1	No equality or good relations adverse impact is anticipated.
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered
7.0	Appendices
	None
8.0	Background Documents
	None

Report to:	Active and Healthy Communities
Date of Meeting:	19 th November 2018
Subject:	CANN Project INTERREG VA Programme
Reporting Officer (Including Job Title):	Eoin Devlin, Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sheena McEldowney, Head of Sustainability

<table border="1"> <tr> <td>For decision</td> <td>For noting only</td> <td>X</td> </tr> </table>		For decision	For noting only	X
For decision	For noting only	X		
1.0	Purpose and Background			
1.1	The Council are acting as Lead Partner for an INTERREG VA project. The CANN Project 'Collaborative Action For The Natura Network' which relates to the INTERREG VA Programme, Thematic Objective 2 – Environment, Priority 2.1 Recovery of Protected Habitats and Priority Species, is a cross border project with partners in Scotland, Northern Ireland and the Republic of Ireland.			
2.0	Key issues			
2.1	<p>The CANN project involves direct conservation action on Natura Sites across the project area as well as delivery of a communication and outreach programme to highlight the importance of priority habits and species.</p> <p>The core project staff are employed by the council and based within the Health and Wellbeing Department.</p> <p>SEUPB have advised the Council that they have been allocated additional monies of over €1million bringing the total budget for the CANN Project to over €9 million. A new Project Letter of Offer has been issued by the Funder and signed by the Council.</p> <p>The additional monies are to allow conservation actions to be delivered on Cuilcagh Mountain comprising the cross-border Special Areas of Conservation (SACs) of Cuilcagh Mountain SAC in County Fermanagh and Cuilcagh-Anierin Uplands SAC in Counties Cavan and Leitrim.</p> <p>The attached Letter of Offer contains the project outputs which must be achieved within the project budget and time frame.</p>			
3.0	Recommendations			
3.1	That the Committee note the report.			
4.0	Resource implications			
4.1	Project is 100% funded.			

5.0	Equality and good relations implications
5.1	No equality or opportunity or good relations adverse impact is anticipated.
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered
7.0	Appendices
	Appendix I: Signed Letter of Offer
8.0	Background Documents
	N/A



LETTER OF OFFER

25 October 2018

**Liam Hannaway
Newry, Mourne and Down District Council**

**Monaghan Row
NEWRY
BT35 8DL**

Project Name : Collaborative Action for the Natural Network (CANN)

Application Reference Number : IVA5013

Dear Liam Hannaway

1. Award and description of project

I am pleased to inform you that the INTERREG VA Programme Steering Committee agreed on 5 September 2016 to offer the project a grant as defined in this Letter of Offer, subject to the written acceptance of this Letter of Offer and to the Standard Conditions of Grant applicable to the INTERREG VA Programme:

Grant of up to a maximum of €9,230,313.93 (ERDF + Government Match Funding) to be expended and claimed by 31 December 2021 subject to availability of funding and as per section 5 of this letter. The grant is funded by the European Union (ERDF) with Government of Ireland and the Northern Ireland Executive providing match funding.

This grant is awarded under P2: Environment, SO2.1: To promote cross-border co-operation to facilitate the recovery of selected protected habitats and priority species to Newry, Mourne and Down District Council as Lead Partner for the following project and approved output as detailed on eMS.



Project summary:

The project which has a 60 month duration and implemented across the eligible region has a partnership of 11 drawing from Northern Ireland, the Border Region of Ireland and Scotland.

- Newry and Mourne District Council (Lead Partner)
- Armagh City, Banbridge & Craigavon Borough Council,
- Agri-Food & Biosciences Institute,
- East Border Region Ltd,
- Ulster Wildlife
- Ulster University
- Monaghan County Council
- Institute of Technology Sligo
- Golden Eagle trust
- Argyll and the Isles Coast and Countryside Trust
- Scottish Natural Heritage

The Collaborative Action for the Natura Network (CANN) consortium will carry out a number of activities across 26 separate sites. This will include the delivery of 27 Conservation Action Plans (CAPs), with direct conservation actions to be delivered on 20 of these sites. This involves improving the conservation status of 3,650ha of protected habitats; alkaline fens; blanket bog; active raised bog; hard oligo-mesotrophic waters (marl lakes); calcareous fens; and transition mires/quaking bogs. Site specific species action plans will also be delivered for the following protected species; white clawed crayfish; hen harrier; breeding waders (curlew, redshank, snipe); golden plover; and red grouse. The project seeks to contribute towards the programme specific result 'to increase the total area of these habitats approaching favourable conservation status from the baseline of 1% to over 10% of selected protected habitats by 2023'.

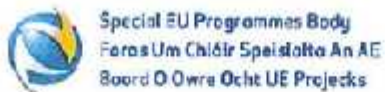
The objectives of the project are to achieve:

- The improved condition of blanket bog across the three jurisdictions by managing herbivores; removing invasive species; and control burning. Nest protection and other actions will benefit hen harrier, golden plover, red grouse and breeding waders across upland sites.
- The improved condition of active raised bog, alkaline fen, marl lake, calcareous fen, and transition mire by removing invasive species, hydrological management, nutrient limitation trails and fringing habitat maintenance. Specific actions will be targeted at white-clawed crayfish population restoration and breeding waders.

Partnership:

The following organisations are partners in the project:

Newry, Mourne and Down District Council



Scottish Natural Heritage
Monaghan County Council
Ulster Wildlife
Ulster University
Argyll & The Isles Coast and Countryside Trust
Institute of Technology Sligo
Golden Eagle Trust
East Border Region
Agri-Food and Biosciences Institute
Armagh City, Banbridge and Craigavon Borough Council

electronic Monitoring System

The data contained within the SEUPB electronic Monitoring System provides detailed information on how this project will deliver the outputs committed to within this letter of funding. In accepting this letter of offer the Lead Partner commits to engaging in the project activities detailed within the electronic Monitoring System, and reporting their progress in delivering these activities and outputs using the electronic Monitoring System.



Approved Outputs:

Programme output Indicators	Programme output indicator targets	Sum of output quantification	Measurement Unit	Project main output quantification (target)	Project main output number
CO23. Nature and biodiversity: Surface area of habitats supported in order to attain a better conservation status; [hectares]	4500	3,605.00	Number	2,012.00	T3.1.1
				1,053.00	T4.1.1
				500.00	T5.1.1
2.111 Conservation action plans;	25	27.00	Number	0.00	T1.1.1
				27.00	T2.1.1



2. Budget and Conditions of Funding

In the event that the Lead Partner accepts the Grant offer detailed in this Letter of Offer any payment claim forms shall provide details of Project expenditure based on the grant budget as defined in the table below, and subject to the general conditions outlined in Section 5;

Summary Budget	Total Project Costs (€)
Staff costs	4,296,817.00
Office and administration	644,372.55
Travel and Accommodation	750,862.00
External expertise and services	3,031,748.00
Equipment	641,513.00
Infrastructure and works	42,000.00
Net Revenue	0.00
Total	9,406,312.55

Funding Sources	Total Value (€)
a) Cash Contribution (Partner Supplied / other grant)	175,996.62
b) In kind Contribution (Partner Supplied)	0.00
Total (a+b)	175,996.62
c) Government Match Funding	1,234,948.31
d) ERDF	7,895,385.62
Total Grant Funding (c+d)	9,230,313.93
Total Project Costs (a+b+c+d)	9,406,312.55
Intervention rate (% ERDF)	85%

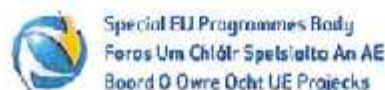
Partner budgets and associated funding sources are detailed at Annex C.

The following Simplified Cost Options have been agreed and will be used in the implementation of this project:

1. Office and Administration Costs – flat rate of 15% of Staff Costs (Article 68(1)(b) of Regulation (EC) 1303/2013 refers);
2. Staff Costs - Hourly rate calculated as the latest documented annual gross employment cost divided by 1720 hours (Article 68(2) of Regulation (EC) 1303/2013 refers).*

*The hourly rate can be updated if / when the annual gross employment cost changes

Project implementation and expenditure must be completed in accordance with this Letter of Offer, the Programme Rules and Standard Conditions of Grant (as amended from time to time).



This Letter of Offer is to be read alongside the Standard Conditions of Grant (Annex D) and Programme Rules (which can be found at www.seupb.eu). Words and expressions defined in the Standard Conditions of Grant and Programme Rules have the same meaning in this Letter of Offer. The Grant can only be used for the approved purposes to achieve the agreed programme outputs, as detailed above. Any change to this Letter of Offer must be agreed in writing with SEUPB prior to expenditure being incurred. If you do not spend all of the funding on the agreed eligible costs, activity and beneficiaries as detailed above, the unspent balance will not be available to the Project to utilise.

3. Project Lifetime

The period of assistance is for 59 months and 30 days starting on 1 January 2017 and completing on 31 December 2021. (Project Lifetime).

The Grant offer expires on **31 December 2021** after which time any remaining costs will be deemed to be ineligible for reimbursement. Your activity should cease in advance of this date to ensure the final claim for expenditure is submitted by the final date of the Project Lifetime.

All documentation related to the administration of the Project including but not limited to supporting documents regarding expenditure and audit must be retained and kept available in accordance with the terms of the Programme Rules.

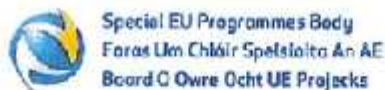
The Project lifetime may be only extended with the prior written agreement of SEUPB.

4. Additional Conditions Specific to the Project

Conditions specified by Steering Committee are as follows;

1. A suitable mechanism for the delivery of the Incentive Based Scheme should be submitted to SEUPB for assessment and prior approval (including assessment of any state Aid implications);
2. The Project must conduct a scoping study on the Cullcagh site to explore cross border interventions. This study's recommendations must then be presented to the Steering Committee as a supplementary stage two application no later than December 2017;
3. No management agreement to be entered into in respect of land which is in receipt of support under an alternative agri-environmental scheme;
4. An Environment Impact Register highlighting how the project considers and assesses proposed activities encompassing sustainable practices must be completed and monitored throughout the project lifespan;
5. The project must ensure that structures are in place for knowledge and best practice sharing with the RSPB Co-operating Across Borders for Biodiversity (CABB) project.

5. Letter of Offer - General Conditions



- a. Any payment on this letter of offer is subject to the availability of ERDF funding and national funding as detailed in Section 2 of this letter of offer;
- b. In the event that, as a consequence of the UK leaving the EU, the UK element of ERDF funding is no longer available, this letter of offer is subject to the HM Treasury commitment that projects approved prior to the UK leaving the EU will be fully funded, even when specific projects continue beyond the UK's departure from the EU;
- c. In light of this, a review of funding arrangements set out in Section 2 will take place in the second half of 2018. The outcome of that review will inform the final funding proposals for projects and the nature of the funding streams;
- d. The project and all payments related to it are subject to, and will continue to be subject to, the Programme Rules and the EU Regulations referenced therein, as amended from time to time, for the duration of the Programme, regardless of the source of funding;
- e. If there is a conflict between the terms of the Letter of Offer, Standard Conditions of Grant and/or Programme Rules, the following descending order of priority applies:
 - a. the terms of this Letter of Offer; and
 - b. the terms of the Standard Conditions of Grant; and
 - c. the terms of the Programme Rules.

6. Grant Contract

This Letter of Offer, the Standard Conditions of Grant and the Programme Rules constitute the Grant Contract.

You will find with this Letter of Offer, the following:

- ANNEX A Form of Acceptance
- ANNEX B Request for Bank Details Form
- ANNEX C Partner Budgets and Funding Sources
- ANNEX D Standard Conditions of Grant Aid



7. Bank Details

The SEUPB will make payments into a dedicated bank account, unless otherwise agreed. Therefore, you need to open a **separate bank** account for the receipt of the Grant or use a cost centre approach. Please **return the attached bank details form**.

Please see clause 9.5 of the Standard Conditions of Grant for more detail of this requirement.

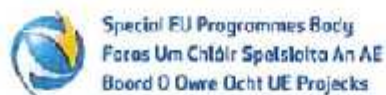
8. Accepting the Letter of Offer and Standard Conditions of Grant

The Grant offer is made conditional upon you, the Lead Partner, meeting our Standard Conditions of Grant. If you accept this Letter of Offer, you will also be agreeing to abide by the Standard Conditions of Grant and to abide by the Programme Rules. This Letter of Offer together with the Standard Conditions of Grant and Programme Rules will (on acceptance as evidenced by your return of the completed Form of Acceptance as set out at ANNEX A) create the legally binding Grant Contract and you should read all documents carefully before accepting the Grant offer.

If you agree to accept our offer you should return the Form of Acceptance to SEUPB at: 7th Floor, The Clarence West Building, 2 Clarence Street West, Belfast, BT2 7GP together with the Bank Details Form which is attached as ANNEX B. Please mark it for the attention of the Head of the Joint Secretariat.

You must sign and return this Letter of Offer within 28 days of the date of issue of the letter otherwise this Offer will expire unless otherwise agreed by SEUPB.

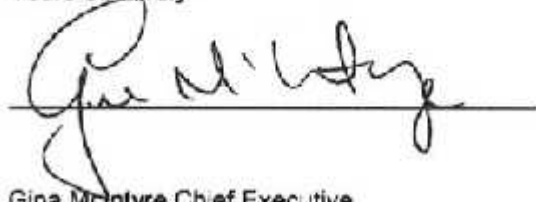
If there is anything you are unsure about after reading this Letter of Offer, the Standard Conditions of Grant or the Programme Rules, please get in touch with the Head of the Joint Secretariat on 028 90 26 6660 at your earliest convenience.



9. Communications

The SEUPB reserves the right to co-ordinate all public relations / media announcement activity relating to this letter offer. This includes the content, timing and distribution of any Grant offer made. No Grant offer announcement can be made by the Lead Partner without the prior agreement of the SEUPB.

Yours Sincerely



Gina McIntyre Chief Executive



LEAD PARTNER FORM OF ACCEPTANCE

ANNEX A

We confirm that we have received and carefully considered this Letter of Offer, the Standard Conditions of Grant and the Programme Rules. We confirm that it is understood that completion and return of this Form of Acceptance creates the legally binding Grant Contract (incorporating the Letter of Offer, the Standard Conditions of Grant and the Programme Rules) which govern the payment of the Grant.

We confirm that the information provided by the Lead Partner to SEUPB as part of the application process for the Grant remains complete and accurate in all respects.

We confirm that the Letter of Offer, Standard Conditions of Grant and Programme Rules and all other relevant documentation related to the Project has been provided to the Project Partners who have provided written acknowledgement of receipt of same to us.

We are pleased to accept the offer of Grant set out specifically at paragraph one above and accept the terms of the Grant Contract.

I confirm that I am duly authorised and empowered to sign this acceptance.

Name **[BLOCK CAPITALS]**

Authority Chair Chief Executive Director Company Secretary

Signature 

Date 26/10/2018

Name **[BLOCK CAPITALS]**

Authority Chair Chief Executive Director Company Secretary

Signature 

Date 29/10/2018

Please return one signed hard copy of this Form of Acceptance, attaching a copy of the relevant Letter of Offer, to SEUPB, 7th Floor, Clarence Street West Building, Clarence Street West, Belfast BT2 7GP. Please note two signatures are required.

Please also ensure that the completed Bank Details Request Form is returned.

Already Provided



PROJECT BANK DETAILS: SETUP AND AMENDMENTS

ANNEX B

FOR COMPLETION BY PROJECT

Project Reference Number	
Project Title	

I certify that a separate bank account has been opened or a separate cost centre established for the Project and the details are as follows:

Organisation Name	[Insert Applicants Name]		
Address			Post Code
Email Address <i>Remittance advice will be sent to this email address</i>			
Bank Name			
Address			Post Code

Account Name			
Account Number			<i>Must be 8 digits</i>
Sort Code			<i>Must be 6 digits</i>
Currency (tick)	<input type="checkbox"/> Euro	<input type="checkbox"/> Stg	<i>Must equal letter of offer currency</i>

IBAN		SWIFT /BIC	
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SIGNED	DATE
NAME (CAPS)	POSITION IN ORGANISATION

FOR COMPLETION BY SEUPB

DATE RECEIVED BY Joint Secretariat		SIGNED
--	--	---------------

FOR COMPLETION BY SEUPB CERTIFYING AUTHORITY

SUN PROJECT NO	NEW	AMENDMENT
ENTERED BY	GRADE	DATE
CHECKED BY	GRADE	DATE

ANNEX C

Project Ref: IVA5013

Partner Budgets

Project Partner	Staff Costs (€)	Office & Administration (€)	External Expertise & Service (€)	Travel and Accommodation (€)	Equipment (€)	Infrastructure and Works (€)	Net Revenue (€)	Total Eligible (€)
Newry, Marine and Down District Council	526,037.90	78,905.90	237,181.00	69,670.88	10,134.00	0.00	-0.00	921,929.28
Scottish Natural Heritage	188,505.00	28,275.75	0.00	24,813.00	14,085.00	0.00	-0.00	255,682.75
Monaghan County Council	280,705.00	43,605.75	380,402.00	40,470.00	45,437.00	42,000.00	-0.00	850,703.75
Ulster Wildlife	611,857.00	91,778.30	1,327,847.00	117,690.00	303,989.00	0.00	-0.00	2,448,871.80
Ulster University	144,007.00	21,601.05	47,130.00	22,597.00	38,497.00	0.00	-0.00	271,832.05
Argyll & The Isles Coast and Countryside Trust	348,822.00	52,473.30	428,038.90	70,898.00	16,410.00	0.00	-0.00	917,641.30
Institute of Technology Sligo	473,670.00	71,035.50	214,500.00	66,837.00	8,000.00	0.00	-0.00	832,942.50
Golden Eagle Trust	697,847.00	104,578.90	211,000.00	215,227.00	109,270.00	0.00	-0.00	1,335,970.90
East Border Region	248,946.00	37,047.90	0.00	30,330.00	0.00	0.00	-0.00	316,317.90
Agri-Food and Biosciences Institute	602,424.20	90,353.60	0.00	56,962.12	99,027.00	0.00	-0.00	848,806.02
Armagh City Banbridge and Craigavon Borough Council	164,066.00	24,614.40	191,560.00	31,337.00	0.00	0.00	-0.00	411,607.40
Total:	4,295,817.00	644,372.55	3,031,748.00	766,862.00	641,513.00	42,000.00	-0.00	9,406,312.55
% of Total Budget:	45.07	6.85	32.23	7.90	6.82	0.45	-0.00	100.00



Funding Sources by Partner

Project Partner	Cash Contribution (€)	In kind Contribution (€)	Other Funding Total (€)	Government Match Funding (€)	ERDF (€)	Total (€)
Newry, Mourne and Down District Council	0.00	0.00	0.00	138,289.40	753,608.88	921,928.28
Scottish Natural Heritage	38,352.42	0.00	38,352.42	0.00	217,330.33	255,682.75
Monaghan County Council	0.00	0.00	0.00	127,606.47	723,103.28	850,709.75
Ulster Wildlife	0.00	0.00	0.00	367,030.77	2,379,841.03	2,446,871.80
Ulster University	0.00	0.00	0.00	40,774.81	231,057.24	271,832.05
Argyll & The Isles Coast and Countryside Trust	137,646.20	0.00	137,646.20	0.00	779,995.10	917,641.30
Institute of Technology Sligo	0.00	0.00	0.00	124,941.38	708,001.12	832,942.50
Golden Eagle Trust	0.00	0.00	0.00	200,385.64	1,135,575.28	1,335,970.90
East Border Region	0.00	0.00	0.00	47,147.99	267,170.21	314,317.90
Agri-Food and Biosciences Institute	0.00	0.00	0.00	127,021.04	719,785.88	846,806.92
Armagh City, Banbridge and Craigavon Borough Council	0.00	0.00	0.00	61,741.11	349,866.29	411,607.40
Total:	179,998.62	0.00	176,998.62	1,234,948.31	7,959,365.62	9,406,312.55