

June 16th, 2020

Notice Of Meeting

You are invited to attend the Active and Healthy Communities Committee meeting to be held on **Monday, 15th June 2020 at 6:00 pm in Skype Call.**

Chair: Cllr L McEvoy

Vice: Cllr G O'Hare

Members:

Cllr T Andrews

Cllr C Casey

Cllr A Finnegan

Cllr H Gallagher

Cllr M Gibbons

Cllr G Malone

Cllr C Mason

Cllr K McKevitt

Cllr A McMurray

Cllr B Ó'Muirí

Cllr D Taylor

Cllr J Trainor

Cllr W Walker

Agenda

- 1.0 Apologies and Chairperson's Remarks
- 2.0 Declarations of Interest
- 3.0 To agree a starting time for Active and Healthy Communities Committee Meetings
- 4.0 Action Sheet arising from Active and Healthy Communities Committee Meeting held on 16 March 2020

 *AHC 16.03.2020.pdf*

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Directors Papers

5.0 Emergency Business Plan April - September 2020

 *Emergency Business Plans June Report.pdf*

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 *Emergency Business Plan April - Sept 2020 - Final to AHC.pdf*

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Community Engagement

6.0 Peace IV Report (for ratification)

 *PEACE IV Report June 2020.pdf*

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7.0 Financial Assistance

 *Financial Assistance - Report June 2020 Final.pdf*

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Leisure and Sports

8.0 The Outdoor Partnership

 *Outdoor Partnership MOU June 2020.pdf*

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 *Appendix 1 Outdoor Partnership Report - Memorandum of Understanding - NI - TC.pdf*

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For Noting - Leisure & Sports

9.0 Reopening of Outdoor Leisure Facilities – Phase 2

 *Appendix 1 - Reopening of Outdoor Leisure Facilities.pdf*

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Health & Wellbeing

10.0 Update on Enforcement of Coronavirus Regulations and Social Distancing

Appendix 2: Health Protection (Coronavirus) Regulations (as amended) 2020 can be found by following the link below:

[The Health Protection \(Coronavirus, Restrictions\) \(Northern Ireland\) Regulations 2020 | Department of Health](#)

Coronavirus Regulations Report.pdf

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Appendix 1 - Draft MOU Covid19 Councils and PSNI May 2020 v3.pdf

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Items deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014

11.0 Castle Park Seasonal Operations – Public Tender

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - information relating to the financial or business affairs of any particular person (including the Council holding that information), and the public may, by resolution, be excluded during this item of business.

Castle Park Seasonal Operations - Public Tender Report.pdf

Not included

Appendix 1 - - Castle Park Seasonal Operations - Dec 2019 Final SMT 09062020.pdf

Not included

Appendix 2 - Castle Park RFQ Evaluation Report.pdf

Not included

Invitees

Cllr Terry Andrews

Cllr Patrick Brown

Cllr Robert Burgess

Cllr Pete Byrne

Mr Gerard Byrne

Mrs Dorinnia Carville

Cllr charlie casey

Cllr William Clarke

Cllr Dermot Curran

Ms Alice Curran

Cllr Laura Devlin

Mr Eoin Devlin

Ms Louise Dillon

Cllr Sean Doran

Cllr Cadogan Enright

Cllr Aoife Finnegan

Cllr Hugh Gallagher

Cllr Mark Gibbons

Mr Kieran Gordon

Cllr Oonagh Hanlon

Cllr Glyn Hanna

Cllr Valerie Harte

Mr Conor Haughey

Mrs Janine Hillen

Cllr Roisin Howell

Cllr Mickey Larkin

Cllr Alan Lewis

Mr Michael Lipsett

Cllr Oonagh Magennis

Mr Conor Mallon

Cllr Gavin Malone

Cllr Cathy Mason

Colette McAteer

Cllr Declan McAteer

Cllr Leeanne McEvoy

Cllr Harold McKee

Patricia McKeever

Cllr Karen McKevitt

Cllr Andrew McMurray

Mr Roland Moore

Cllr Roisin Mulgrew

Cllr Declan Murphy

Cllr Barra Ó Muirí
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Cllr Gerry O'Hare
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Linda O'Hare
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Cllr Kathryn Owen
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Cllr Henry Reilly
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Cllr Michael Ruane
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Cllr Michael Savage
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Cllr Gareth Sharvin
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Donna Starkey
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Cllr Gary Stokes
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Sarah Taggart
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Paul Tamati
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Cllr David Taylor
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Cllr Jarlath Tinnelly
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Cllr John Trainor
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Cllr William Walker
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Mrs Marie Ward
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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/092/2019	Leasing of Council land known as Rosconnor Playing Fields, Strangford Playing Fields and the back Pitch, Greenbank, Newry	It was agreed subject to Departmental Consent that the following leases be agreed at a peppercorn rent: <ul style="list-style-type: none"> • Lease of Rosconnor Playing Fields, Downpatrick to Teconnaught GAC for the term of 5 years. • Lease of Strangford Playing Fields, Strangford to Strangford FC for the term of 5 years. • Lease of the Back Pitch, Greenbank, Newry to Newry AFC for the term of 25 years. 	C Haughey	Ongoing Teconnaught and Newry have been approved by DFC and Julie is sending out the agreed lease docs to clubs Rosconnor is finalising the lease agreement and Departmental consent being given Strangford have declined the lease option but will enter into a SLA.	N
AHC/120/2019	Application to DFC: New Model Farm Community Centre proposal, Downpatrick	It was agreed to accept the following recommendations: <ul style="list-style-type: none"> • that the Committee agree to proceed with an application to DfC for a replacement facility for the Trojan Horse, Downpatrick. Including the development of a business case, design proposals and submission of a planning application. 	K Hynds	Ongoing. Funding application to be completed by NHR Officer & CDRCN for submission to DfC.	N
AHC/148/2019	Healthy Vending Machines in Leisure Centres	It was agreed to note that when clear guidance on minimum nutritional standards (MNS) for Council Catering Outlets and Vending is established, a future report will be brought back to Active and Healthy Communities Committee regarding the potential implementation of these standards.	P Tamati	Report to future AHC Ongoing, MNS not established yet, anticipated April 2020.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/152/2019	Notice of Motion – Disability Access on to Newcastle Beach (Referred from Council Meeting 2 September 2019)	<p>It was agreed that officers investigate the provision of disability access on to Newcastle beach to enable the facility to be inclusive, which will enhance the visitor experience for all.</p> <p>An update report to be provided to the Active & Health Communities Committee following on from a meeting of Neighbourhood Services department, Enterprise, Regenerations & Tourism department and Corporate Services departments.</p>	<p>M Lipsett</p> <p>M Lipsett</p>	<p>Meetings held with internal officers on with a further meeting to be arranged.</p> <p>Awaiting a date for Mae Murray to undertake assessment for beach equipment provision at Newcastle Beach</p> <p>Report to future AHC Meeting.</p>	N
AHC/181/2019	ORNI Community Trails Legal Agreement and ongoing Maintenance Costs	<p>It was agreed to approve Council to enter into legal agreements for a period of 20 years (subject to a fee of 5 pence per annum) with the Department of Agriculture, Environment and Rural Affairs in respect of Forest/Community Trails and Car Parking (if relevant) at the following locations:</p> <ul style="list-style-type: none"> - Drumkeeragh Forest - Tivenadarragh Forest - Corrywood Forest - Seaforde Forest 	P Tamati	Ongoing	N
AHC/184/2019	Autism Friendly Sessions	<p>It was agreed to introduce Autism Friendly Swim Sessions at Newry and Kilkeel Leisure Centre and Tropicana (subject to closures and holiday arrangements) as a pilot with a 6-monthly review period from 1 April 2020.</p> <ul style="list-style-type: none"> - Newry Leisure Centres: Saturdays from 4.00pm – 5.00pm - Kilkeel Leisure Centre: Mondays from 3.45pm to 4.30pm 	P Tamati	Consultation with Autism groups and key stakeholders has been commissioned in relation to identified programme times at each individual centre with update report due back to AHC Committee March 2020 and implementation from 1 st April 2020	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		- Newcastle Tropicana: Fridays from 12noon to 1pm (July and August only)			
AHC/181/2019	Action Sheet	It was agreed to have the Service Level Agreement with Outdoor Recreational Northern Ireland extended beyond March 2020.	P Tamati	Subject to future Committee Report and budget identification	N
AHC/199/2019	Summer Activity Programme for 2020	It was agreed to implement an alternative and enhanced Summer Activity Programme for July and August 2020.	P Tamati	Draft Summer Activity Programme to be submitted for notification at March Committee meeting	N
AHC/200/2019	Castle Park Seasonal Operations	It was agreed to approve a public tender for a minimum of 5 years for the delivery of alternative and enhanced seasonal (Easter to September) operations and services at Castle Park in Newcastle.	P Tamati	Public tender to be advertised February 2020 Currently ongoing	N
AHC/201/2019	Everybody Active (EBA) 2020 Delivery Contract – New Tender	It was agreed to approve Council to tender of the Everybody Active 2020 Delivery Contract for 12 months from 1 April 2020 – 31 March 2021 with possible extension subject to funding.	P Tamati	Public tender to be advertised February 2020 Currently ongoing	N
AHC/202/2019	Sport NI Your School Your Club Funding	It was agreed to examine the availability of funding for Newry City Football Club with a follow up meeting with Council official to be arranged.	P Tamati	Meeting with Newry City FC to be arranged.	N
		It was agreed the update on Newry, Mourne and Down District Council Projects that applied for Your School Your Club was agreed and approval given for the commissioning of the	P Tamati	Ongoing	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Tennis Bubble Project at Our Lady's in Newry.			
AHC/206/2019	Adoption of Suicide Down to Zero	<p>It was agreed that:</p> <ul style="list-style-type: none"> • Council formally adopt the approach and aspiration of Suicide Down to Zero. A suitable launch and media statement to be prepared for Council Chairperson. • An amount of £10,000 is allocated to a Mental Health and Suicide Prevention Small Grants Scheme administered through a Financial call subject to the estimates process. • A working group involving the Council, the Southern and South Eastern Health Trusts and local relevant Voluntary Organisations is created to examine ways of attaining the goal of zero suicides across the District. 	E Devlin	Ongoing	N

AHC/4/2020	Overflow Car Park at Donard Park	<p>It was agreed to proceed:</p> <ul style="list-style-type: none"> • with 'winter arrangements' for the unofficial overflow car park at Donard Park to remain in place until Easter 2020 as per historical arrangement. <p>Winter arrangements – closed from the 1st November to Easter 2020 (10th April)</p> <ul style="list-style-type: none"> • If a budget became available in the interim, the opening of the overflow car park could be brought forward on busy days prior to Easter 2020. <p>The proposed establishment of an official and permanent overflow car parking arrangements at Donard Park as per appendix 1, and commit £250k to Council Capital Programme. Following such approval, a detailed capital proposal will be brought back to Committee for further consideration.</p>	P Tamati	Commissioning meeting with the Capital Team to take place. Confirmation of budget to be agreed.	N
AHC/6/2020	Annual Licence Agreement with Communities Facilities	It was agreed to replace existing tenancy arrangements within Council Community Facilities to updated Licence Agreements.	J Hillen	Ongoing	N

AHC/9/2020	Kilclief Play Park	<p>Mr Tamati to confirm the completion of works regarding fencing along the road side area at the new Play Park at Carrievemaclone.</p> <p>Assurance given that once the Carrievemaclone Play Park was completed and operational, if concerns were raised these could be examined.</p> <p>It was agreed to proceed with: The leasing of land from the Trustees of Kilclief Gaelic Athletic Club for the creation of a play area at Kilclief Gaelic grounds as identified as part of play strategy consultation process. The revised estimated capital spend for Kilclief Play Park of £159,000.00 was as a result of feedback from the final stage consultation process.</p>	P Tamati	Ongoing	N
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ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014					
AHC/162/2019	Saintfield Community Centre	<p>It was agreed to note and agree to approve the following:</p> <ul style="list-style-type: none"> • Proceed to Expression of Interest Process in line with Councils Sporting and Community Facilities Leasing Policy for the rear of Unit C and the whole of Unit B. • Providing an additional area to the rear of Unit C to increase the amount of storage space within the Community Centre, approximate cost £15,000. 	J Hillen	Ongoing	N
AHC/174/2019	Castlewellan 3G Pitch	It was agreed to remove the agreement to lease the 3G pitch to Castlewellan Community Partnership as per minute (AHC/071/2019) and replace this with a Facility Management Agreement for the 3G pitch.	J Hillen	Ongoing	N
AHC/13/2020	No 16 The Square, Rostrevor	<p>It was agreed to approve officers proceeding as outlined in the report:</p> <p>Withdraw the original application</p> <p>Complete the procurement process</p> <p>Submit an application to the RDP for up to 75% through the Village Renewal Scheme of the total project costs.</p>	J Hillen	Ongoing	N
AHC/036/2020	Threeways Community Centre – Refurbishment of Ropework Pitch	<p>It was agreed to:</p> <ul style="list-style-type: none"> • Approve the business case and the recommendation contained within same. • Proceed with a procurement exercise to appoint a contractor to carry out the refurbishment works. • Incorporate the legacy Service Level Agreement into the current Facility Management Agreement for 	J Hillen	Ongoing	N

		<p>Threeways Community Association in line with other similar facilities.</p> <ul style="list-style-type: none">• Review booking over the period detailed in the Facility Management Agreement and present options to Council in order to inform potential future investment in the facility.			
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ACTION SHEET ARISING FROM AHC MEETING HELD ON 16 MARCH 2020

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/040/2020	District Electoral Area (DEA) Fora Update Report	<p>It was to note the report and to approve the actions from the following DEA Forum Private Meetings:</p> <ul style="list-style-type: none"> • Mournes DEA Forum Private Meeting held on Tuesday 11 February 2020 • Newry DEA Forum Private Meeting held on Tuesday 13 February 2020 • Slieve Croob DEA Forum Private Meeting held on Tuesday 18 February 2020 • Rowallane DEA Forum Private Meeting held on Friday 21 February 2020 • Slieve Gullion DEA Forum Private Meeting held on Tuesday 25 February 2020 	J Hillen	Actioned	Y
AHC/041/2020	Financial Assistance – Community Engagement	<p>It was agreed that in light of the ongoing COVID-19 situation that the launch of the electronic grant management system be delayed and a report on the community and sports capital funding restrictions be brought back to the next Active and Healthy Communities Committee Meeting.</p>	J Hillen	Actioned - The call has been held and the report will be prepared for AHC.	Y

AHC/042/2020	Peace IV Local Action Plan	<p>It was agreed to approve the recommendations of the PEACE IV Partnership: Children and Young People: To procure and appoint a provider for 'Hands on History' Summer Scheme. Estimated costs £30,000.</p> <p>Shared Spaces and Services: To withdraw project I.10 due to time and budget constraints (subject to approval from SEUPB); To re-allocate budget from project I.10 to a capital project in the same DEA (subject to approval from SEUPB).</p> <p>Building Positive Relations: To procure and appoint facilitators for two Shared History and Culture projects: Newcastle Community History Project and Textiles Project: Exploring 200 years of South Armagh Lace-making. Estimated costs: £6,000 each.</p>	J Hillen	Actioned - All being implemented in line with the new restrictions	Y

AHC/043/2020	Notice of Motion – Referred from Council Meeting held 3 February 2020	That this Council recognises 2019 saw the North of Ireland experience the highest number of domestic abuse incidents since records began and agrees to work collaboratively with the statutory agencies and health trusts to ensure support and protection of individuals and families experiencing domestic violence be a priority in all Council facilities. That DEAs in this Council encourage the uptake of training for local groups to register their premises as a Safe Place.	M Lipsett	Actioned	Y
AHC/044/2020	Lisnacree Community Centre	It was agreed to contact the Parish to advise that they would not like to purchase the land and would like to extend the lease for another ten years	J Hillen	Ongoing	N
AHC/045/2020	Energy Strategy Call for Evidence – Consultation Response	It was agreed to return the consultation response as provided. The response was returned by the required date on the proviso that it would be subject to Council approval.	E Devlin	Response returned	y
AHC/046/2020	Sustainability and Climate Change Forum Action Sheet – 20 February 2020	It was agreed to approve the actions in the attached action sheet from the Sustainability and Climate Change Forum on 20 February 2020.	E Devlin	Actioned	y

AHC/047/2020	Request from Sustainable Northern Ireland for Annual Support	It was agreed to provide funding of £5000 to Sustainable NI for 2020-21 year.	E Devlin	Actioned	y
AHC/048/2020	FSA Consultation on Nutritional Standards for Schools	It was agreed the attached response being submitted to the Department of Education which agrees with the Department of Education's proposals to improve the nutritional standards for schools foods and notes some considerations in respect of the proposals.	E Devlin	Actioned	y
AHC/049/2020	Downpatrick Neighbourhood Renewal Report	It was agreed to note the report and Minutes of Downpatrick NRP Meeting held on Tuesday 26 November 2019, which were approved at the Downpatrick NRP Meeting held on Tuesday 11 February 2020.	J Hillen	Actioned	Y
AHC/050/2020	Letter from Edwin Poots, MLA regarding Climate Change	It was agreed to note the contents of letter from Edwin Poots, MLA relating to Climate Change.	E Devlin	Noted	Y
AHC/051/2020	Summer Activity Programme	It was agreed to acknowledge the first draft of the alternative and enhanced Summer Activity Programme for July and August 2020 as per appendix 1. It was noted this would be subject to change in light of the ongoing COVID-19 situation.	P Tamati		

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014					
AHC/052/2020	Lislea Green Field Lease	It was agreed to terminate the lease arrangement at Lislea Recreational Gaelic Football Pitch with immediate effect.	P Tamati		
AHC/053/2020	Lease of Lands at Barcroft Community Centre	It was agreed that Newry, Mourne and Down District Council provide Newry Felons with a lease for the additional lands requested at a Peppercorn rent as agreed by the Department for Communities.	J Hillen	Ongoing	N

Report to:	Active and Health Communities
Date of Meeting:	15 June 2020
Subject:	Active and Health Communities Department - Emergency Business Plan April-September 2020
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active and Healthy Communities
Contact Officer (Including Job Title):	Eoin Devlin, Assistant Director of Health and Wellbeing Janine Hillen, Assistant Director of Community Engagement Paul Tamati, Assistant Director of Leisure and Sport

For decision	X	For noting only	
1.0			Purpose and Background
1.1			<p>The social and economic disruption caused by COVID-19 has had a significant impact on our District, our citizens, our services and the way we provide them. Effectively planning ahead will determine how well the organisation adapts to the challenges and opportunities within the current and post COVID-19 environments, as lockdown restrictions ease, social distancing measures are relaxed and service provision gradually recovers, transitions and adjusts to the 'new' normal.</p> <p>Emergency Business Plans for each Directorate were developed in April and updated in May 2020. They provide a mechanism to manage the Council's response to COVID-19, co-ordinate activity and plan ahead to support and anticipate business recovery. These plans provide an overview of:</p> <ul style="list-style-type: none"> • Financial and human resources • Challenges, opportunities, customer needs and risk management implications • New / essential / statutory / ongoing / delayed / suspended activity <p>This report summarises the key findings, common issues and emerging themes across all Directorate Emergency Business Plans.</p>
2.0			Key issues
2.1			<p>Emergency Business Plans 2020-21</p> <p>Emergency Business Plans are dynamic, flexible and responsive to the turbulence and volatility of the internal and external environments. As such, they are living documents which represent the current and planned activity of each Directorate at a certain point in time (29 May 2020). To be effective, Emergency Business Plans should be reviewed and updated regularly, particularly in response to any legislative changes arising from future reviews of the Health Protection (Coronavirus Restrictions) Regulations (Northern Ireland) 2020, as carried out by the NI Executive.</p>
2.2			<p>Financial and Human Resources</p> <p>Each Emergency Business Plan provides an overview of the current financial and human resources for each Directorate and department, which have been revised in response to the impact of COVID-19 and will be subject to continuous review.</p>

2.3	<p>Additional Considerations Emergency Business Plans provide an overview of the key challenges and opportunities for each Directorate, customer needs and expectations and the associated risk management implications, as summarised below:</p> <p>Challenges</p> <ul style="list-style-type: none"> • Impact of COVID-19 on local communities and businesses, which may influence the provision of Council services. • Loss of income across many Council services. • Delivery of capital projects in line with external funding arrangements. • Ongoing impact of social distancing on the way services are provided, coupled with the effective delivery of externally funded programmes. • Supply and professional services markets may be restricted due to reduced levels of manufacturing and resource availability. • Creating an organisational culture which values remote working, virtual teamwork and dispersed employees. <p>Opportunities</p> <ul style="list-style-type: none"> • Closer collaboration with stakeholders, including local communities, businesses and partner organisations. • Renewed emphasis on environmental and social wellbeing, particularly climate change. • Critical review of service provision, identifying opportunities for business transformation, exploring new models of service delivery and finding more efficient and effective ways to operate. • Digital transformation, agile working arrangements, virtual meetings and online capability of services. • Utilisation of the e-learning platform and mainstreaming flexible working arrangements for employees. <p>Stakeholder Needs and Expectations</p> <ul style="list-style-type: none"> • How citizens and stakeholders behave after lockdown, and in response to COVID-19, remains unclear and uncertain. • Ongoing leadership and guidance from the Council through the provision of reliable, up to date information, advice and communications. • Expectations in relation to physical and psychological social distancing, as well as good hygiene standards, may lead to suppressed demand and a restricted appetite for some Council services and activities. • Access to support packages and recovery programmes for local businesses, tourism sector, sporting and community organisations. • Potential links between the health status of citizens, economic decline, social deprivation and deeper inequalities. • Customers of some services may expect alternative ways of working and new models of service provision. <p>Risk Management</p> <ul style="list-style-type: none"> • Preparedness for a prolonged pandemic, increase in infections, further lockdowns, second wave of COVID-19 and operating in a volatile, uncertain environment. • Suspension of key activities and deliverables, as agreed in externally funded programmes.
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	<ul style="list-style-type: none"> Enforcing guidelines around social distancing and hygiene standards in the workplace, and the subsequent impact on effective service provision. Issues around the virtual work environment, organisational culture, data protection and cyber security.
2.4	<p>Council Activity</p> <p>Emergency Business Plans confirm that all Directorates have introduced new activity in response to COVID-19, whilst continuing to deliver essential and statutory services. However, many services and projects have also been delayed or suspended, as summarised below:</p> <p>New Activity</p> <ul style="list-style-type: none"> The establishment and management of the Community Coordination Hub, led by the AHC Directorate and supported by a number of departments including Community Planning, Communications and Human Resources. Virtual physical activity / wellbeing initiatives and economic development / tourism programmes to support local communities and businesses to address, navigate and recover from the impact of COVID-19. Assistance with contact tracing and advice around enforcing social distancing guidelines. Introduction of new working practices and operating procedures in Building Control, Planning, Refuse Collection, Burial Service, Facilities Management, Customer Services, Ethnic Minority Support Centre, Business Support, Communications and the way Committee and Management meetings are facilitated. Back office support in relation to financial and human resources, risk management, IT and reviewing community planning priorities and strategic objectives, within the context of COVID-19. <p>Essential / Statutory / Ongoing Activity</p> <ul style="list-style-type: none"> Flexible, ongoing and tailored delivery of funded programmes, particularly in the Economic Development and Community Engagement departments. Progressing key external and internal projects including the Belfast Region City Deal, UNESCO Global Geopark Status, Managing Attendance Procedure and Employee Terms and Conditions. Statutory duty compliance in relation to Performance and Improvement, Equality, Disability, Rural Needs, GDPR and Freedom of Information. Review of Capital Programme, taking into account the impact of COVID-19 on current and planned projects. Ongoing maintenance of all Council facilities. <p>Delayed / Suspended Activity</p> <ul style="list-style-type: none"> Closure of leisure facilities and delay / suspension of key programmes including Everybody Active, the Summer Activity Programme and Seasonal Facilities. Closure of community facilities, implementation of DEA Action Plans, launch of Financial Assistance and delivery of the Irish Language Bursary Scheme, Affordable Warmth Programme and Home Safety Scheme. Registration of births and marriage ceremonies. Completion of onsite capital schemes, including Derrymore Demesne and Village Environmental Improvement Schemes, and delayed start dates for some projects.

	<ul style="list-style-type: none"> • Delivery of upcoming tourism events and programmes in Arts Centres / Museums, Artisan Markets and the roll-out of the Council Roundabout Sponsorship Scheme.
2.5	<p>Plans and Strategies</p> <p>Developing and finalising the following plans and strategies, some of which have been delayed, should also consider the short and medium term implications of COVID-19:</p> <ul style="list-style-type: none"> • Corporate Plan 2020-23 • Performance Improvement Plan • Local Development Plan • Economic Development Strategy • Arts and Culture Strategy • Community Facilities Strategy • Open Space Strategy • Sports Development Strategy
2.6	<p>Statutory Performance Indicators / Returns to Central Government</p> <p>The timely submission of a number of returns to the various central government departments, outlining progress in relation to agreed programmes of work and statutory performance indicators, has been impacted by COVID-19. Where it is anticipated that targets may not be achieved, progress will be monitored and reviewed on a regular basis.</p>
2.7	<p>Next Steps</p> <p>A review of the implementation of each Emergency Business Plan will be carried out in June 2020. The purpose of this review is to monitor and evaluate the Council's response to COVID-19, identify areas of good practice and shared learning and explore opportunities to sustain, progress and embed business transformation at all levels of the organisation. Responding to the impact of COVID-19 may well have accelerated the planned programme of change, creating the catalyst for business transformation and organisational resilience, and helping the Council to perform more effectively in this unprecedented new reality.</p>
3.0	Recommendations
3.1	<p>To consider and agree:</p> <ul style="list-style-type: none"> • AHC Emergency Business Plan April-September 2020
4.0	Resource implications
4.1	<p>There are no resource implications arising from this report, as the delivery of each Emergency Business Plan should be resourced from the agreed budget for 2020-21.</p>
5.0	Equality and good relations implications
5.1	<p>There are no equality or good relations implications arising from this report. However specific actions and projects within each Emergency Business Plan may be subject to their own statutory equality screening, the outcomes of which will be reported as part of future Officer recommendations.</p>

6.0	Rural proofing implications
6.1	There are no rural proofing implications contained within this report. However specific actions and projects within each Emergency Business Plan may be subject to their own statutory rural needs screening, the outcomes of which will be reported as part of future Officer recommendations.
7.0	Appendices
	<ul style="list-style-type: none"> Appendix 1: AHC Emergency Business Plan
8.0	Background Documents
	None

Active and Healthy Communities

Emergency Business Plan April-September 2020



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

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1.0 Introduction

The Active and Healthy Communities Emergency Business Plan provides an overview of the key activities that will take place across the Directorate between April-September 2020. The key responsibilities of the Directorate are:

- **Leisure and Sport**
- **Community Engagement**
- **Health and Wellbeing**

Adapting to the 'new' normal and reviewing how we deliver services effectively is a key priority for both the organisation and Directorate. Preparations are underway to manage the safe return of employees to the workplace and ensure our facilities comply with social distancing requirements and health and safety guidelines.

2.0 Financial and Human Resources

Responding to COVID-19 has had an impact on the working arrangements of our employees and planned expenditure during 2020-21. The financial and human resources for the Active and Healthy Communities Directorate are outlined below and will be subject to continuous review throughout the year.

Net estimated expenditure	£10,128,014
Total number of employees (FTE equivalent)	306

3.0 Additional Considerations

The Active and Healthy Communities Directorate has additional issues and opportunities to consider and progress as part of the Council's response to COVID-19, as summarised below:

Challenges

Legislation

- Sustaining the Community Hub beyond the initial 12 week lockdown period will have an impact on the extent to which the Directorate can resume business activity and begin to recover from the impact of COVID-19.
- Social distancing will have an impact on the way all services within the AHC Directorate can be delivered effectively in the future, and new models of service provision and engagement should be explored.

Community

- The closure of leisure facilities and absence of community engagement activity may have a negative impact on the health and wellbeing of citizens and customers.
- The absence of community engagement activity may lead to increased levels of social isolation, anti-social behaviour and mental health issues.

Resources

- Loss of income and higher net costs across all leisure facilities.

- The anticipated economic downturn in the post COVID-19 environment may have a negative impact on leisure centre memberships.
- It is not possible for all employees to work remotely, due to the nature of their roles.

Service Provision

- The Directorate is not in a position to meet the current corporate objectives (draft) and community planning outcomes around health and wellbeing and community engagement.
- Many capital projects within the Play Strategy and Sports Facility Strategy have been delayed.
- The Council will not meet the targets agreed in the Letters of Offer received by various funders, including SEUPB, TEO, DfC and Sport NI.

Opportunities

Community

- There may be a renewed emphasis on health, wellbeing, community cohesion and social capital in the post COVID-19 environment.
- The Council is supporting the most vulnerable residents across the District during the COVID-19 pandemic, and this level of support and key achievements should be monitored, reviewed and communicated to stakeholders.

Resources

- Many employees can work remotely which provides opportunities for future flexible working arrangements.
- Many employees have been re-deployed successfully which may present opportunities for upskilling and multi-skilling in the future.

Service Provision

- The provision of virtual physical activity programmes provides new, alternative mechanisms to engage customers in sport and leisure and promote healthy lifestyles.
- Hosting virtual Partnership and Forum meetings in the future may provide an alternative way to meet and conduct business.
- Providing online support and advice for the community, particularly BME communities, may ensure the service is more accessible for all.
- Sustaining the level of collaboration achieved through the Community Hub will strengthen partnership working in the future.

Customer / Stakeholder Needs and Expectations

- The expectations of citizens and customers is likely to change, in relation to physical and psychological social distancing, hygiene standards and a willingness to engage and participate in Council activity and services.
- The expectations of key stakeholders, including community groups and sports clubs are likely to change, and they may require more support and leadership from the Council and community planning partners in the future to sustain their activities.

Contingency Planning / Risk Management

- A prolonged pandemic or a potential second wave will have an impact on whether the Directorate can recover from COVID-19 during the 2020-21 financial year.
- In the event of a second wave of COVID-19, the Directorate should consider putting in place succession planning to effectively manage the Community Hub, if required.
- Key Directorate activities have been delayed or suspended which will have an impact on the delivery plans and strategies, including the Indoor Leisure Business Plan, Play Strategy, Good Relations Action Plan and PCSP Action Plan.

4.0 Governance Arrangements

The Emergency Business Plan is dynamic and subject to continuous change. The Director of Active and Healthy Communities will monitor and review implementation on a weekly basis, with progress being reported to the Senior Management Team. Assistant Directors may also report progress to the Corporate Management Team as required.

The Director of Active and Healthy Communities will carry out a full review of the Emergency Business Plan in June 2020, in line with lockdown restrictions being eased and social distancing measures being relaxed. This review will help identify areas of good practice, areas for improvement and areas for business transformation. It will also ensure that both the organisation and Directorate have the necessary arrangements and infrastructure in place to respond to a potential second wave of COVID-19 in a robust and swift way.

5.0 Active and Healthy Communities Emergency Business Plan April-September 2020

Leisure and Sport

Objective / Activity	Timescale	Output/Outcome	Human Resources (responsible officers)	Financial Resources (expenditure / loss of income / funding re-allocated)
New				
Provide logistical support to the Community Hubs: <ul style="list-style-type: none"> Receive food packs from Central Government Receive incoming food pack orders from DEA Coordinators Process food pack orders and prepare for collection Verify collections Manage site access Complete and submit monitoring returns to Central Government 	Q1 (extension to service dependent on DFC guidance)	Between 6 April-24 May, the Community Hub received: 1,973 referrals, including 1,951 food requests, and delivered 9,137 food parcels to households across the District	Assistant Director: Sport and Leisure Head of Outdoor Leisure Leisure and Sport Team Environmental Health Officers	Costs associated with operating three leisure facilities as Community Hubs
Develop and deliver virtual physical activity programmes and monitor customer feedback:				
<ul style="list-style-type: none"> Macmillan Move More 	Q1/Q2	Circa 150 signed up and 100 engaged on a weekly basis Including at least five phone calls a day, weekly workout videos,	Head of Outdoor Leisure Sports Development Team	Council funding: £12,029 per annum

		weekly challenges, weekly work out programs, live zoom classes		
<ul style="list-style-type: none"> Physical Activity Referral Scheme (PARS) 	Q1/Q2	<p>50 signed up and 50 engaged on a weekly basis</p> <p>Including at least five phone calls a day, weekly workout videos, weekly challenges, weekly work out programs, live zoom classes.</p> <p>Servicing the Councils My wellness app.</p>		Council funding: £21,606 per annum
<ul style="list-style-type: none"> Health Co-Ordinator's (Transforming Health) 	Q1/Q2	<p>52 signed up and 52 engaged on a weekly basis.</p> <p>Including at least five phone calls a day, weekly workout videos, weekly challenges, weekly work out programs, live zoom classes.</p> <p>Weekly news letters</p>		Council funding: £27,730 per annum
Through the NMD Be Active and My Wellness Apps, offer virtual classes and scheduled workouts for leisure centre members	Q1/Q2	15,982 members are following our social media promotions of video exercises and the daily exercise programs		Within existing resources
Publish physical activity videos for leisure centre members with disabilities on Council website	Q1/Q2	Circa 30 people with disabilities registered and active		Within existing resources
Explore options to facilitate the gradual opening of indoor and outdoor leisure facilities, ensuring social distancing measures are adhered to. Identify opportunities	Q1	Options explored and appraised internally and in association with SANDSA / sports clubs	<p>Assistant Director: Sport and Leisure</p> <p>Head of Outdoor Leisure</p>	Within existing resources

to promote and capitalise the use leisure facilities.				
Essential				
Ongoing / Statutory				
Maintain all indoor and outdoor leisure facilities and retain functionality, in line with statutory health and safety requirements.	Q1/Q2	Indoor and outdoor facilities maintained to a high standard	Assistant Director: Sport and Leisure Head of Outdoor Leisure	Within existing resources
Deliver ongoing service requirements around license agreements, planning permissions, public consultations and legal obligations	Q1/Q2	Ongoing service provision	Leisure and Sports Development Team	
Progress the preliminary work around capital programmes	Q1/Q2	Capital programmes progressed		
Desirable				
Explore options to progress the implementation of equal pay across the service and conditioned overtime at Kilkeel Leisure Centre	Q1/Q2	Equal pay across the service and conditioned overtime at Kilkeel Leisure Centre agreed	Assistant Director: Sport and Leisure	Within existing resources
Review and improve the overall operating model for sport and leisure	Q1/Q2	Operational model for sport and leisure reviewed and improvements identified		
Delayed / Suspended	Original Timescale			
15 major capital projects delayed, including the tennis bubble, walking trails and 5 parks within the Play Strategy	2020-21	Key capital projects delayed	Assistant Director: Sport and Leisure Head of Outdoor Leisure	Costs budgeted through the Capital Programme
Preliminary works for the Newcastle Centre, Rockpool, Tropicana, Donard Park overflow	2020-21	Preliminary work on key capital projects delayed		Budget not allocated

carpark, Kilkeel Leisure Centre and Newry City Park delayed				
Closure of all indoor and outdoor leisure facilities until national lockdown restrictions are lifted/eased	Ongoing	Indoor and outdoor leisure provision suspended Negative impact on the physical and mental well-being of citizens and customers	Sport and Leisure employees re-deployed to the Community Hub, working from home or furloughed	Loss of income: circa £240k per month Increased net cost for all leisure facilities
Development of Open Space Strategy and Sports Development Strategy delayed	2020-21	Development of both plans delayed	Assistant Director: Sport and Leisure Head of Outdoor Leisure	£20k allocated from consultation budget
Everybody Active Programme (EBA)	2020-21	Circa 8,000 participants, including women, girls, disabled and those from areas of high social need will not engage in the EBA programme	Head of Outdoor Leisure	Externally funded by Sport NI
Summer Activity Programme	2020-21	Summer Activity programme not delivered for 2020/21 season. Children and young people will not be engaged in Council run affordable and accessible sport and recreation activities	Head of Outdoor Leisure Seasonal staff not recruited	£65k allocated in budget
Seasonal Facilities:- Tropicana Rock Pool Castle Park	2020-21	Seasonal Facilities closed for the 2020/21 season. No access to seasonal recreation facilities	Seasonal staff not recruited Assistant Director: Leisure and Sport	Estimated at £120,000 allocated in budget
Financial Assistance Call 2 delayed (includes sports development theme). Financial assistance from Sport NI towards community sport grants suspended.	2020-21	The Council will not provide funding to support sporting organisations in delivering projects and programmes at a local level	Assistant Director: Sport and Leisure Head of Outdoor Leisure Programmes Unit	Corporate budget / Sport NI allocation for Financial Assistance

APSE Customer Satisfaction Surveys across all Indoor Leisure Facilities delayed	Q4 2019-20	Customer satisfaction surveys delayed	Assistant Director: Sport and Leisure Head of Performance and Improvement	Within existing resources: APSE subscription
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Community Engagement

Objective / Activity	Timescale	Output/Outcome	Human Resources (responsible officers)	Financial Resources (expenditure / loss of income / funding re-allocated)
New				
Provide logistical support to the Councils Community hubs.	Q1-Q2	<ul style="list-style-type: none"> Redistribution of food boxes between existing hub sites. Delivery of boxes to outlying Community distributors. Opening of Community facilities to provide a local base for collection of food boxes. 	Head of Community Services, Facilities and Events.	N
Provide administrative and project specific support to Councils Community Coordination Hubs.	Q1-Q2	<ul style="list-style-type: none"> Provide administrative support at the Hub meetings. Attend Hub meetings to assist with volunteering coordination and distribution of Financial Assistance for COVID-19 response and recovery. 	Head of Programmes	N

Support Council's Covid-19 Community Coordination Hub.	Q1-Q2	<ul style="list-style-type: none"> Attend Hub meetings. Act as link to DEA Hubs. Act as link with PCSP. 	Head of Engagement	N
Operate DEA Hubs for Covid-19 referrals.	Q1-Q2	<ul style="list-style-type: none"> Process referrals. Order food parcels. Arrange food parcel deliveries. Work with C/V Support Staff to operate DEA Hubs. 	Head of Engagement	N
Essential				
Continue to monitor Community Facilities to ensure compliance with H&S legislation	Q1-Q2	<ul style="list-style-type: none"> Staff visiting sites on a weekly basis to carry out essential H&S checks. 	Head of Community Services, Facilities and Events.	N
Ongoing / Statutory				
Financial assistance, SLA's & FMA's – ongoing verification of claims, management of queries and liaison with funders.	Q1-Q4	<ul style="list-style-type: none"> Processing of claims and advances through to payment. Responding to queries for Letter of Offer recipients. Liaison with external funders and providing updates. 	Head of Programmes	N
Social Inclusion – ongoing advice and support through the Ethnic Minority Support Centre	Q1-Q4	<ul style="list-style-type: none"> Phone support for Ethnic Minority groups. Online advice and support for Ethnic Minority groups and individuals. 	Head of Programmes	N
External funding – PEACE IV & SIF.	Q1-Q4	<ul style="list-style-type: none"> Continuation of projects on a virtual basis where possible. 	Head of Programmes	N

		<ul style="list-style-type: none"> • Submission of claims and follow up on audit queries. • Board meetings and other meetings as required. 		
Financial Assistance funding calls	Q1-Q4	<ul style="list-style-type: none"> • Implementation of Call 2 for COVID Response & Recovery, PCSP, Good Relations and Suicide Prevention. 	Head of Programmes	N
Manage external funding agreements with TEO, JC and DfC.	Q1-Q4	<ul style="list-style-type: none"> • Implement actionable activity in action plans. • Monitor action plans. • Prepare and submit grant claims and reports. • Respond to funders requests and queries. 	Head of Engagement	N
Desirable				
Work in partnership with IT to deliver WI FI to the seven 100% run Community Facilities.	Q2	<ul style="list-style-type: none"> • Liaise with Atlas to complete the roll out of WI-FI in 100% run facilities. 	Head of Community Services, Facilities and Events.	N. Funding contained within council's capital programme to deliver.
Training and Development Plans for all job roles within the Community Services section	Q1&Q2	<ul style="list-style-type: none"> • Community Services managers to develop plans for all JD's within the section. 	Head of Community Services, Facilities and Events.	N
Complete E-Learning modules/courses.	Q1-Q2	Request and encourage staff to complete further modules/courses.	Head of Engagement	N
Delayed / Suspended				
Bookings within Community Facilities have been suspended	Q1 possibly Q2	<ul style="list-style-type: none"> • Facilities are currently closed so bookings are being cancelled and no 	Head of Community Services, Facilities and Events.	Y Approx £2,300 per week

		new bookings are being taken.		
Delay in the rolling out of the AAR Programme within Crossmaglen and Bessbrook	Q1 possibly Q2	<ul style="list-style-type: none"> • Liaising with funder to reprofile proposed programme timetable. 	Head of Community Services, Facilities and Events.	<p>N</p> <p>At present it can be delivered in 3Q's but if closure where to be extended it could lead to loss of some funding.</p>
Delay in the development, finalisation and publishing of NM&DDC Community Facilities Strategy.	Q1&Q2	<ul style="list-style-type: none"> • DEA and Public consultation meetings where required. Delayed until Sept 2020. 	Head of Community Services, Facilities and Events.	N
Refurbishment of 16 The Square Rostrevor	Q1	<ul style="list-style-type: none"> • Bill of reductions currently being carried out with a timeframe to begin works for mid July 2020 	Head of Community Services, Facilities and Events.	<p>N</p> <p>RDP have agreed to an extension of LOO to end of July with a potential to review at this time.</p>
External funding	Q1-Q2	<ul style="list-style-type: none"> • Peace IV – suspension of projects which cannot be delivered virtually. • SIF – delay in the finalisation of capital schemes. 	Head of Programmes	<p>N</p> <p>Agreed with funders</p>
Financial Assistance	Q1	<ul style="list-style-type: none"> • Postponement of Call 3 for Financial Assistance. 	Head of Programmes	N
Social Inclusion	Q1	<ul style="list-style-type: none"> • Delay in outreach clinics however telephone service in operation. 	Head of Programmes	N
Manage external funding agreements with TEO, JC and DfC.	Q1	<ul style="list-style-type: none"> • Suspension of activity in the following which cannot be delivered virtually: > PCSP Action Plan 	Head of Engagement	<p>Y</p> <p>Funding may be reduced if activity cannot be undertaken.</p>

		> GR Action Plan > NR Action Plans > CS Action Plan		
Implementation of DEA Action Plans.	Q1	<ul style="list-style-type: none"> 7 DEA Action Plans suspended as DEA Coordinators have been tasked with dealing with referrals for/from vulnerable people and families. 	Head of Engagement	Y Funding may be reduced if activity cannot be undertaken.

Health and Wellbeing

Objective / Activity	Timescale	Output/Outcome	Human Resources (responsible officers)	Financial Resources (expenditure / loss of income / funding re-allocated)
New				
Provide logistical support to the Councils Community hubs.	Q1	EHO attendance at Distribution hubs during all shifts. Ensuring good practice and monitoring returns	Head of Environmental Health (Commercial)	No impact/existing resources
Contact Tracing	Q1	Support to PHA by providing EHO resource to assist in process	Rota to be decided	Fully funded by PHA
Enforcement of Social Distancing	Q1/2	Ensuring Public Safety	Head of Environmental Health (Commercial)	Existing resource
Advice on Social Distancing	Q1/2	Ensuring Public Safety	Head of Environmental Health (Commercial)	Existing Resource
Utilisation of PHA funded staff for Covid 19 related duties	Q1/2	Ensuring Public Safety	Head of Environmental Health(Residential)	Existing Resource
Essential				

Provide advisory service to Businesses reopening after period of lockdown	Q1/Q2	Ensuring public safety and Food safety compliance	Head of Environmental Health (Commercial)	Existing resources
Work with DAERA and FSANI in relation to the provision of Import controls at Warrenpoint harbour following the end of the Transition period for EU exit	Q1-Q3	Compliance with legal duties due to EU Exit	Head of Environmental Health (Commercial)	Funding to be provided by FSANI
Ongoing / Statutory				
Act as Lead Partner for the Collaborative Action for the Natura Network (CANN) INTERREG VA project ensuring the delivery of all areas.	Q1-Q4	Delivery of Interreg project as per agreed targets	Head of Sustainability	Existing resources
Carry out statutory functions in relation to Food Safety, Health and Safety at Work, Public Health and Housing, Environmental Protection and Consumer Protection	Q1-Q4	Will be a significant backlog of planned food inspections when lockdown is released	Heads of Environmental Health	Existing resources
Establish Cross Departmental Officer Climate Working Group and commence development of Local Climate Adaptation Plan	Q3	Meet Councils goals regarding Climate Change	Head of Sustainability	Existing resource
Implement the Corporate Single Use Plastics Policy and Strategy	Q2/Q3	Meet Councils goals regarding Climate Change	Head of Sustainability	Existing resources
Work with NSD and local Communities to identify and develop rewilding areas across the 7 DEA's.	Q2	Increase Biodiversity across all DEAs	Head of Sustainability	Existing resources
Desirable				
Provision of Home to Hospital schemes in Mourne and Slieve Gullion DEAs	Q1-Q4	Access to Health services for older persons in rural areas of Council	Assistant Director Health and Wellbeing	£20000

Provision of Financial assistance call for Suicide prevention and Mental Health	Q2	As required by Council Notice of Motion on Suicide Prevention	Head of Environmental Health (Residential)	£10000
Develop a range of services to promote employee Health and Wellbeing	Q1-Q4	Improve attendance rates and morale among workforce	Head of Environmental Health (Residential)	£20000
Facilitate Biannual formal engagement between Council, the local Health Trusts and NIAS	Q2/Q4	Allow full engagement between	Head of Environmental Health (Residential)	Existing resource
Deliver a funding programme for Biodiversity Improvement / Enhancement Projects across the District to assist and encourage local people and organisations to play a vital part in enhancing and maintaining the area's biodiversity.	Q2/Q3	Allow local communities to in enhance and maintain the area's biodiversity	Head of Sustainability	Existing resource
Establish Newry, Mourne and Down District Council as a member of Sustainable Food Cities Network.	Q3/Q4	Promotion of more sustainable food and Healthier lifestyles	Head of Sustainability	
Work in Partnership with Federation of City Farms and Community Gardens to Support local Community Groups in the establishment of community gardens and allotments.	Q3/Q4		Head of Sustainability	
Participate in Live Here Love Here initiative with Keep NI Beautiful involves Small grants scheme for local groups and also a regional PR programme		Promotion of Civic pride	Head of Sustainability	£26000 In estimates

Develop and publish quarterly staff sustainability newsletter to share advice and information on sustainability with staff e.g. recycling, home composting, growing at home, sustainable travel.	Q3/Q4	Promotion of Sustainability to all elected members and employees	Head of Sustainability	Existing resource
Delayed / Suspended				
Develop a one stop shop to advise SMEs in relation to Food safety, Health and safety and Consumer Protection			Head of Environmental Health (Commercial)	
Increase Councils renewable energy generation through Solar, Photovoltaic and Heat Pump technologies. Investigate and implement battery storage on a trial site with Photovoltaic Panels with a view to roll out to other sites.			Head of Sustainability	
Develop and deliver 'Cleaner Greener Communities Initiative' alongside the Neighbourhood Services Directorate to include a recognition event for participating groups.			Head of Sustainability	
Provision of minimum 15 no internal and 4 no external water fountains across the District.			Head of Sustainability	

Affordable Warmth Scheme		Visits on hold at present will not be able to recommence until lockdown suspended	Head of Environmental Health (Residential)	Funding confirmation required from DfC
Home Safety Scheme		Visits will recommence when lockdown suspended	Head of Environmental Health (Residential)	Existing resource

6.0 Statutory Performance Indicators /Returns to Central Government

Leisure and Sport		
Statutory PI / Government Return (including target)	Government Department	Impact on PI / Target
Everybody Active Programme (EBA) (Target: 8,280 participants)	Sport NI	Programme may not be delivered and/or target unlikely to be achieved
Physical Activity Referral Scheme (PARs) (Target: 240 participants)	PHA	Programme may not be delivered and/or target unlikely to be achieved
Transforming your Health – Pilot Programme	Southern and South Eastern Health and Social Care Trusts	Programme may not be delivered and/or target unlikely to be achieved

Community Engagement		
Statutory PI / Government Return (including target)	Government Department	Impact on PI / Target
PCSP quarterly reports/grant claims	NIPB/DOJ	Returns may be delayed
Good Relations Programme quarterly reports/grant claims	TEO	Returns may be delayed

Neighbourhood Renewal Programmes quarterly reports/grant claims	DfC	Returns may be delayed
Community Support Programme half yearly reports/grant claims	DfC	Returns may be delayed
PEACE IV	SEUPB	Returns may be delayed

Health and Wellbeing		
Statutory PI / Government Return (including target)	Government Department	Impact on PI / Target
LAEMS return	FSA	Backlog of inspections/sampling
HELANI return	HSENI	No impact
PHA return / Health Inequalities/Home Safety/Age Friendly	Public Health Agency	Return suspended
Affordable Warmth	Dept for Communities	No visits at present

Report to:	Active and Healthy Communities Committee
Date of Meeting:	15 June 2020
Subject:	Peace IV Local Action Plan
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Justyna McCabe, Programme Coordinator

<table><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	Purpose <i>To consider and agree to:</i> <ul style="list-style-type: none">The recommendations of the PEACE IV Partnership.				
1.2	Background Due to the Covid-19 crisis, the Peace IV Partnership meeting scheduled for 7 May did not take place. However, a number of recommendations were agreed remotely and they require AHC Committee approval.				
2.0	Key issues				
2.1	The following recommendations were agreed by the Partnership and require AHC Committee approval: Shared Spaces and Services: <ul style="list-style-type: none">Capacity Building Programme for Developing Shared Space - Post-Graduate Certificate in Public Administration for approximately 30 participants from statutory, community/voluntary sector. Estimated cost: £2,509.80 per participant. Approval has been granted by SEUPB to award this contract for up to £75,294.00 (ex VAT) to Ulster University.Youth Leadership Seasonal Projects (PCSP) - Procure and appoint a delivery company to deliver a youth leadership programme to include residentials. Estimated cost: £92,775 Building Positive Relations: <ul style="list-style-type: none">Procure and appoint providers for the delivery of BME engagement mechanisms. Estimated cost: £56,500.00				
3.0	Recommendations				
3.1	That the Committee agree to the recommendations of the PEACE IV Partnership as set out in 2.1.				

4.0	Resource implications
4.1	No cost to Council. Project 85% funded by the EU and 15% by the two Governments.
5.0	Equality and good relations implications
5.1	The Council will have due regard to the need to promote equality of opportunity between the nine equality categories. Council will also seek to promote Good Relations between people of different Religious Belief, Political opinion and Ethnic Origin.
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered.
7.0	Appendices
	None
8.0	Background Documents
	None

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Report to:	Active and Healthy Communities Committee
Date of Meeting:	15 th June 2020
Subject:	Financial Assistance
Reporting Officer (Including Job Title):	Janine Hillen - Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Sonya Burns - Head of Programmes

For decision		x	For noting only		
1.0		Purpose and Background			
1.1		Purpose To consider and agree to recommendations contained in 3.1 and note the update.			
1.2		Background Financial Assistance - 2019-2020 Claims are still ongoing for this period through hard copy and scanned claims. A number of extensions were provided to projects up to the end of June and these will now come to a close and projects will be asked to submit final claims. We would recommend that groups are provided with an extension to submit claims up to the end of September. Due to the ongoing situation many groups have not been able to submit claims so this would provide them with the time to complete their claims for submission. No more activity to be undertaken in this time. Call 1 2020/2021 Letters of offer for the period 2020-2021 were issued in March 2020. A review of these with successful applicants is ongoing to ascertain if they are proceeding as planned, if they have any proposed amendments or are decommitting. As per normal procedures revised procedures will be reviewed and approved by the Unit and/or the budget holder. Groups who wish to proceed will be asked to clarify how it relates to their original application and what measures they are taking to ensure they are compliant with ongoing COVID-19 guidance. Call 2 2020/2021 A COVID-19 Response and Recovery was launched in June alongside the new online Electronic Grants Management System (EGMS). This is a rolling call and encompasses funding from PCSP, Department for Communities, TEO Good Relations and Councils Suicide Prevention. To note the PCSP budget has increased to £83,990. To ensure a swift process to letter of offer stage approvals will be given by the Director and Assistant Director with updates being provided to committee. Call 3 2020/2021 There remains Christmas Illuminations and Capital themes which have not been put out to a call this year. Please note Capital was included in Call 1 however there were no successful applications. In addition to Christmas Illuminations there is the sustainable Christmas trees scheme which operates outside of Financial			

	Assistance. If it was agreed to complete a call 3 then this would be completed in line with the new Financial Assistance Policy and EGMS.
	Key issues
2.1	<ul style="list-style-type: none"> • Ongoing uncertainty around the guidelines in relation to COVID-19 and the potential for a second wave. • Council do not have the resource to inspect activity to ensure that social distancing and other government guidance are being adhered to. • Financial constraints within Council and external funders. • Managing community needs and being able to ensure ongoing positive community activity. • Ability to respond to ongoing and emerging needs. • Recognise that recovery phase will be a long process.
3.0	Recommendations
3.1	<ol style="list-style-type: none"> 1. Approval for Call three, as set out in Background at 1.2 above and Resources Implications at 4.1 below. 2. Approval for the processes being followed as outlined in the Background section. 3. Approval for 2019-2020 claims to be submitted up to the end of September 2020.
4.0	Resource implications
4.1	<p>The grants schemes will be delivered by existing staff as a normal part of their duties.</p> <p>To note in Call 2 the PCSP allocation has been increased to £83,990.</p> <p>For Call 3 there is an allocation of £25,000 for Christmas Illuminations and £20,000 for the sustainable Christmas trees programme. For capital schemes a total of £550,000 is available.</p>
5.0	Equality and good relations implications
5.1	The Council will have due regard to the need to promote equality of opportunity between the nine equality categories. Council will also seek to promote Good Relations between people of different Religious Belief, Political opinion and Ethnic Origin.
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered.
7.0	Appendices
8.0	Background Documents
	None

Report to:	Active and Healthy Communities (AHC) Committee
Date of Meeting:	15 th June 2020
Subject:	The Outdoor Partnership (TOP) – Memorandum of Understanding
Reporting Officer (Including Job Title):	Paul Tamati, Assistant Director: Leisure and Sport
Contact Officer (Including Job Title):	Conor Haughey – Head of Outdoor Leisure

<table><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 purpose of this report is to consider and agree to a Memorandum of Understanding between Council and The Outdoor Partnership as per appendix 1.</p> <p>The Outdoor Partnership (TOP) as an organisation has secured lottery funding for a 7-year initiative that will focus on working with designated local authorities and national governing bodies of sport to encourage greater uptake and employability in the outdoor sports sector and club development programmes.</p> <p>Working across England, Wales and now establishing itself in Northern Ireland (NI), TOP has appointed a development officer based in Tollymore Forest Park to support this project and is now looking to establish partnership arrangements via a MOU with 3 identified Councils including Armagh, Craigavon and Banbridge, Ards and North Down and Newry Mourne and Down District Council (NMDDC).</p>				
2.0	Key issues				
2.1	<p>As outlined in the MOU (appendix 1) the partnership arrangement between TOP and NI Councils will be in the form of a stakeholder group which if agreed, a representative from Council will sit on working with the development officer and other partners to help achieve the outcomes of this MOU and ensure these are established within the NMDDC area.</p> <p>TOP in agreement with the NI stakeholder group will develop and target new sustainable activities across the NMDDC area which will contribute to the overall outcome of improvements to the health, social, environmental and economic wellbeing through outdoor activity.</p> <p>The development officer which has been appointed by TOP has an initial 2-year tenure, no financial support for this position from Council is required during this 2-year period due to TOP lottery funding bid financing this position. If any future financial support for this position is required, it is envisaged that this will need to be considered approved by Council.</p>				

	As part of the MOU and Council agreeing to be part of the NI stakeholder group it is anticipated that there may be 'In Kind' cost required from time to time including officer time and facility hire where budget is not available.
3.0	Recommendations
3.1	That the Committee agree to The Memorandum of Understanding between the Council and The Outdoor Partnership and that NMDDC are represented on the NI Stakeholder Group
4.0	Resource implications
4.1	<p>Revenue: There are no direct revenue implications with is report. Officers time will be required to support the partnership arrangements as per the MOU and in kind facility hire cost may be required from time to time where budget is not available.</p> <p>Capital: There are no capital implications.</p>
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
	Appendix 1: Memorandum of Understanding
8.0	Background Documents
	None

MEMORANDUM OF UNDERSTANDING

“Opening Doors to the Outdoors” UK Programme

This Agreement is made on:

BETWEEN

Y Bartneriaeth Awyr Agored/ The Outdoor Partnership (Company No 07705219: Charity No 1149280)
Bwthyn Carnedd
Plas y Brenin
Capel Curig
Conwy
LL24 0ET

(Herein after called the Client)

AND

Northern Ireland Group made up of the signatories to this memorandum of understanding and any additional organisations who may join the group.

(Herein after called the Northern Ireland Group)

Whereby

1. The Client has received funding from the National Lottery Community Fund (NLCF) for a 7 year programme to develop and deliver The Outdoor Partnership (hereinafter referred to as “TOP”) in Northern Ireland (hereinafter called “The Project”).
2. This Project is a people led community project which is delivered by local communities.
3. This memorandum of understanding is the basis on which the Northern Ireland Group and the Client will work to deliver the outcomes.
4. The Client will provide support and funding for the establishment of a new location for The Outdoor Partnership in accordance with this Memorandum of Understanding and
5. The Northern Ireland Group will assist in the development of the Project and TOP in Northern Ireland in accordance with this Memorandum of Understanding.
6. The UK National Lottery are funding this programme and the Northern Ireland Group will abide by any requirements of the UK Lottery in relation to the Project, in so far as it is within their ability and control to do so.

IN CONSIDERATION OF the matters described above and for the mutual benefits and obligations, the Client and the Northern Ireland Group agree as follows:

OVERALL VISION AND OBJECTIVES

7. Both parties agree to adopt the vision and objectives set out by The Outdoor Partnership as described in the UK Lottery Funding Application, the Project Initiation Document (PID)
Appendix A to this document summarises the vision and objectives
8. The Northern Ireland Group agree to seek to deliver the following outcomes
 - Support and deliver a programme that supports the expressed needs of their communities

- Provide support to the Client in the Establishment of The Outdoor Partnership in Northern Ireland
- To work with The Client and other partners to seek additional resources and funding to provide the outcomes. For the avoidance of all doubt nothing herein shall be construed as imposing any obligation on the Northern Ireland Group to provide any additional resources or funding.

TERM OF AGREEMENT

9. It is anticipated that the Northern Ireland Group will be developed into an organisation and a subsequent agreement will be progressed
10. The length of this agreement will be from the date of the agreement until 30 September 2021, or earlier by agreement.
11. If required this Memorandum of Understanding can be extended beyond September 2021 through the agreement of both parties

REPRESENTATIVES

12. The Client will be represented by the Programme Manager and the Project Delivery Partner (RPT Consulting) who will manage this agreement on behalf of the Client
13. The Northern Ireland Group will be represented by [to be inserted]
14. Observers and advisors who are not Northern Ireland Group members will be admitted to attend, by invitation Northern Ireland Group meetings
15. Northern Ireland Group can if required nominate substitutes to represent them, when unable to attend.

FUNDING & PERFORMANCE

16. The Client will make available funds to the Northern Ireland Group in accordance with the funding plan (Appendix B)
17. The funding will be used initially to appoint a Development Officer who will be based in the new area but employed by The Client (or another organisation agreed by both parties). The Northern Ireland Group (or subsequent or other organisation agreed) may decide to employ the Development Officer beyond the term of this agreement, but nothing in this document shall be viewed as imposing an obligation on The Northern Ireland Group to do so.
18. The Client and the Northern Ireland Group will meet at least quarterly to discuss and review performance and future activities

CLIENT RESPONSIBILITIES AND COMMITMENTS

19. Will provide support and resources to assist the new area in establishing TOP within Northern Ireland, in accordance with the funding plan
20. Transfer an operational budget to the host partner for the Development Officer, subject to appropriate banking and financial control processes.
21. Will employ and discharge the wages of the Development Officer but they will be based in the Northern Ireland.
22. Provide the toolkits and operational approaches to delivering programmes and seeking additional resources
23. Make any new initiatives developed available for the Northern Ireland.
24. Seek a long term sustainable plan to support TOP within Northern Ireland

25. Provide the experience and expertise of the Client developed over 14 years
26. Facilitate and lead knowledge sharing and learning between the Outdoor Partnerships developed in other areas.

THE NORTHERN IRELAND GROUP RESPONSIBILITIES AND COMMITMENTS

27. To uphold and promote the ethos and values of TOP and the TOP brand
28. Establish a local stakeholder group with a view to a possible establishment of a new organisation to deliver TOP in Northern Ireland by the end of this agreement or earlier if agreed
29. Identify a host organisation to receive and manage the operational budget of the Development Officer
30. Support the Development Officer to develop new activities and programmes to deliver on the sustainable outcomes set out in the strategic plan (signed off by the Northern Ireland Group) and assist in creating a network of partners to support
31. Provide a host location for the Development Officer to work with a local partner.
32. Participate in knowledge sharing and learning with the Client and other areas
33. To provide advice, advocate and support on behalf of the TOP and any projects or programmes which it delivers.

INTELLECTUAL PROPERTY RIGHTS

34. The new area recognise and acknowledge the intellectual property rights of Client's brand, operational procedures, manuals, publicity, marketing material, software, social media use and will not use any of the material without the agreement of the Client
35. No commercial gain will be made from the use of IPR without the agreement of Client

HEALTH & SAFETY, INSURANCE & INDEMNITY

36. The Client is responsible (through the Programme Manager) for ensuring that the appropriate insurances including Employers Liability Insurance in respect of the Development Officer and Public Liability Insurance is in place relating to the Project and the TOP.
37. The Client is responsible (through the Programme Manager) for all elements of Health and Safety relating to the TOP and the Project and the Development Officer will provide a H&S policy and operating plans, which will be reviewed and adopted by the Client.

MARKETING, BRANDING AND COMMUNICATION

38. The new area is able to use TOP marketing and branding literature and media in accordance with the brand guidelines
39. Any external communications made by the Northern Ireland Group will need the prior agreement of the Client
40. The Northern Ireland Group will be responsible for complying with the GDPR regulations in respect of data provided by the Client or the Development Officer in relation to the Project and the TOP.

IN WITNESS WHEREOF the Parties have duly affixed their signatures under hand and sealed on the day of

ON BEHALF OF THE OUTDOOR PARTNERSHIP

NAME	SIGNATURE	REPRESENTING
Paul Airey		The Outdoor Partnership
Paul Frost		The Outdoor Partnership
Tracey Evans		The Outdoor Partnership

ON BEHALF OF THE NORTHERN IRELAND GROUP

NAME	SIGNATURE	REPRESENTING

Appendix A – Programme Vision & Objectives

TOP have been awarded funding from TNLCF to deliver a UK programme introducing their approach to other areas across the UK. The total funding is £2.9 million and will support a seven year programme to establish 5 TOP programmes within the UK.

The UK Programme will establish across the UK new TOP activities in areas of identified need which share some environmental and socio-economic characteristics with North Wales, outdoor activity delivery models which respond to specific local needs and are supported, managed and underpinned by the vision and methodology of TOP North Wales:

The Outdoor Partnership Vision

“To achieve an active, healthy and inclusive (Nation), where outdoor recreation provides a common platform for participation, fun, achievement and employment which binds local communities, creating, sustainable use and understanding of the environment”

The key rationale for the programme is:

“Through taking the learning, good practice and success of TOP North Wales, establish sustainable delivery models in areas of identified need across the UK that are able inspire more people to regularly engage in healthy activities outdoors in order to improve their sporting, educational, social, economic and community potential. This is best achieved through key delivery agents working collaboratively to use resources effectively for maximum impact.”

Three areas have been identified to be developed initially with two further areas to be identified through the programme. The three initial areas are:

- Ayrshire, Scotland
- Coastal Cumbria, Lake District National Park
- Newry Mourne and Down (NMD) / Armagh City, Banbridge and Craigavon (ABC) /Ards and North Down (AND) Local Council areas - Northern Ireland

The background to TOP and the approach to the delivery of the UK programme is contained within TOP’s application to TNLCF which is provided as a supporting document to this PID.

The programme is due to commence on 1 October 2019 and run through till 30 September 2026.

Programme Outcomes & Objectives

TOP is expecting to deliver the following key outcomes from the UK programme

- New partnerships established in 3 areas, across at least two countries in the UK in year 1, rising to a total of 5 new areas by year 4. The initial areas are expected to be Ayrshire (Scotland), Cumbria (Lake District), NMD, ABC, AND councils (Northern Ireland). This would mean that with existing programmes in Wales, TOP would be delivering across all 4 countries in the UK
- Development and targeting new activities across the UK (including Wales), which contribute to the overall outcome of improvements to the health, social, environmental and economic well being through outdoor activity. An example of this would be the primary school awards

- Each of the new partnerships is expected to deliver generational change in the numbers and way in which local people access outdoor activity, which will lead to
 - More people participating in outdoor activities locally, with particular emphasis on social inclusion and community cohesion
 - More schools (primary and secondary) and FE establishments engaged and providing outdoor education / activity with more qualified teachers and parents
 - Increased number of school – club links with more opportunities for progression and continued participation for children and young people
 - The development and establishment of more community outdoor clubs with more active members
 - More volunteers with nationally recognised qualifications working locally and bringing more to the local economy
 - A more inclusive outdoor sector with more women and girls and people with impairments taking part in outdoor activities regularly
 - More unemployed people progressing to further learning, training, volunteering and sustained employment (both within the outdoor sector or because of the outdoor sector)
 - Improvements to the health, social, environmental and economic well-being of local people in the new areas.

- The core funding from NLCF is expected to leverage in additional resources of circa £1.6 million (either in kind, people or cash) to support the development and delivery of the outcomes.

The exact levels of these outcomes will be different for each area and the focus for each area may be different. However it is anticipated that similar levels to those delivered in North Wales will be achieved.

These outcomes and objectives will be the basis for measuring success of the project.

Appendix B – Funding Plan

For each new area the following funding has been identified to support the Development Officer work.

	Year 1	Year 2
New Area Costs (individual)		
Core Salaries (including NI & Pension)	39,000	39,780
Additional Resources or Posts	0	0
Staff & Stakeholder Group Expenses	2,000	2,500
Marketing	2,000	2,000
Core Programme Costs (venue hire, etc)	5,000	5,000
Programme Costs (Venue hire, fees, etc)	2,500	5,000
Administration	1,000	1,000
Office Costs	1,000	1,000
Total for 1 new area	52,500	56,280
Core Funding	50,000	51,280

The core salaries assume a £30k salaried post of the Outdoor Development Officer which initially will be employed by The Outdoor Partnership.

The other budgets would be under the responsibility of the stakeholder group and the Development Officer (with the Programme Manager) would manage these.

It should be noted that the Programme Costs line is not funded from the core funding and the stakeholder group and Development Officer would be seeking additional funding or value in kind for these costs.



A Framework to guide progression towards a resumption
of sport and physical recreation in Northern Ireland

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A Framework to guide progression towards a resumption of sport and physical recreation in Northern Ireland

1.0 Introduction

On 12th May 2020 the NI Executive published '**Coronavirus our approach to decision-making**'. The document set out some indicative steps for the relaxation of restrictions when specific criteria are met. Following the publication of the Executive's document Sport NI has produced this Framework to guide decision making within the sport and physical recreation sector regarding **how** a gradual resumption of sport and physical recreation might take place in Northern Ireland (NI). It is based upon consideration of information from a wide range of sources including consultations with Sports Governing Bodies, discussions with Sport Ireland and UK Sport and consideration of other international responses from proven sporting systems (e.g. Australia and New Zealand) and representative groups (e.g. European Network of Outdoor Sports).

The resumption of sport and physical recreation will be an important contributor to the return to normality within Northern Ireland. However decisions regarding **when** this can happen are a matter for the Executive following consultation with the Chief Medical Officer (CMO) and Public Health Authority (PHA). Any resumption can only take place when the Executive judges that conditions are suitable and the key criteria to inform this judgement are presented within the Executive's document.

The resumption process will need to take place in a phased manner in line with incremental easing of lockdown measures. As the Executive will apply a risk based approach to determine how any easing of measures should proceed, the sector must understand that progress through a phased return to sport and physical recreation will be totally dependent on how the Executive assesses that Northern Ireland is doing in terms of managing the outbreak. As some second or third wave upsurges in terms of infection are predicted by the World Health Organisation, it would be important to view the phasing and steps within this Framework as a guide. The time spent in each step may vary and is likely to be a minimum of 3 weeks but **potentially significantly longer** (e.g. 6 or more weeks) if criteria are not met to permit the next transition. Caution will be important at each step but especially during the **AMBER** phase which encompasses **steps 1** and **step 2** of the Executive's Pathway to recovery. Should any strong upsurge of infection take place, it may be necessary to step backwards for a period in order to reassess and control the upsurge before moving forward again. Stepping backwards would mean as a minimum returning to the restrictions associated with the previous step. Given the number of transitions people are likely to face, it is important to provide support to bolster their mental health and well-being throughout. This important aspect is addressed in section 4.0 of the Framework.

Geographic Context

NI has a unique position within the sporting landscape, many sports align to the island of Ireland, others to the UK and a minority operate as NI only organisations. It is therefore important that sports operating within NI have all relevant information made available to them. Alignment of response in terms of resumption of sport (where safe and therefore possible) is viewed as ideal in sports that operate across the whole island of Ireland. However as the Chief Medical officer has indicated, there is the possibility of regional or cluster outbreaks to be considered. These may add further complications making alignment on issues extremely difficult. Northern Ireland is currently building capacity and capability in terms of testing, contact tracing and cluster management and this will continue over the coming weeks.

There is learning becoming available from countries that are further ahead in terms of their outbreak and also from work currently taking place within Ireland and the UK. Given the rapidly changing environment, this Framework will be continuously reviewed in order to incorporate best practice as it becomes available.

2.0 The Framework

The purpose of this framework is to act as a **high level guide** for sports as they consider their specific plans for resumption. It is important to recognise from the outset that for some sports this may not mean a return to how they were operating before the outbreak, at least not in the medium term. Until a vaccine is developed and is widely available, sports may need to consider modifications to their competitions, training and events. Sport NI recognises that a number of sports have already drawn up staged plans, some with input from their International Federations. It is recommended that all sports in NI consider their plans against the appropriate category within the Framework presented here. This is to aid appropriate alignment between each sport plan and the Executive's pathway document. Those that have not yet developed a plan could consider using the Framework to guide their thinking. The aim is for each sport to develop a detailed operational plan under each of the 5 steps presented in the Framework. Sport NI will be able to give individual guidance to sports who need it. Initial focus will be on the shift from the current **RED** Phase (Lockdown) to an **AMBER** phase which contains **two steps (1 and 2)** when certain outdoor sports can start activity in small groups. In time and when the Covid-19 outbreak is contained sufficiently, focus will shift on to **step 3** which will be an extended **Yellow** Phase when both outdoor and indoor sport activity would take place in larger groups. The next progression would be to a **GREEN** phase which contains **two steps (4 and 5)**. This phase would lead to full training and competition across sports in line within general PHA guidelines that exist at the time, a re-opening of leisure centres and spectators able to attend live sporting events in restricted numbers. The Figure below shows the key **5 steps** outlined in the Executive's Pathway document and maps these to the three distinct phases in this Framework. The phases are distinct in terms of number of people interacting **AMBER** (2-10 people),

YELLOW (up to 30 people), **GREEN** (30+ people). Completion of each phase will represent a key milestone in the progression towards the resumption of sport and physical recreation in Northern Ireland.

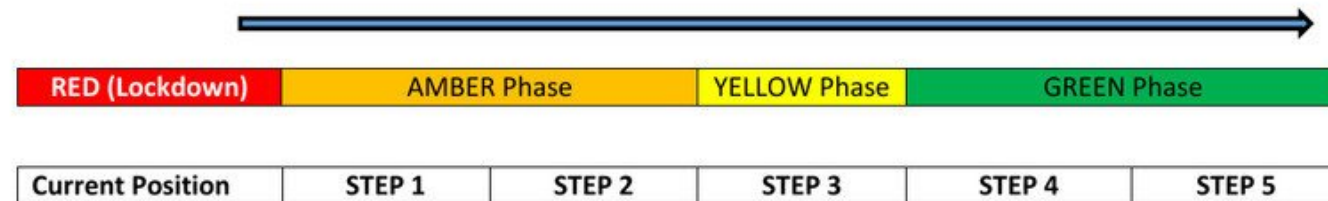


Figure 1 – Diagram to show phased approach to the resumption of sport and physical recreation aligned to the 5 steps in the Executive's document

2.1 The range of sports

There is diversity within the range of sports that brings a layer of complexity to consideration of a Framework. Sport NI recognises that there are different categories that could be used to group sports. The categories used here are intended to cover the range in a manner that is useful and applicable within Northern Ireland.

There are 6 **CATEGORIES** – some examples of sports are listed for illustration purposes, with a more comprehensive list presented in appendix 1.

- **Outdoor Recreation** e.g. hill walking, orienteering, mountain biking, angling
- **Water sports** e.g. canoeing, rowing, sailing, surfing, swimming
- **Non-Contact** e.g. golf, tennis, bowls, archery, cycling, athletics, equestrian, motorsports
- **Contact (lower risk)** e.g. football, Gaelic football, hockey, netball, basketball
- **Contact (higher risk)** e.g. rugby, boxing, wrestling
- **High Performance / Professional athletes**

2.2 Preparation to make the transition from **RED** (Lockdown) phase into **AMBER** Phase (STEP 1)

It is likely that following any announcements from the Executive, sports will have a short period of notice before any easing in public health measures to initiate **STEP 1**. Early preparation by completing the tasks identified below will position each sport to proceed when the Executive and health authorities deem that it is possible to do so.

1. Complete a **risk assessment** of the transition to be made.

This should include factors such as preparation of outdoor training environments (e.g. **Amber** phase STEP 1) and in later phases indoor and competition environments. Consideration of management of numbers involved, strategies to limit time and maintenance of social distancing to reduce person to person contact, cleaning of equipment and any shared facilities used (e.g. toilets), sanitation provision for participants and identification of a safe space for isolation of an individual should they become unwell, are among aspects to be considered.

2. Develop a detailed **protocol** to demonstrate how risks are managed and mitigated at an operational level in order for resumption to the level of activity permitted within the **AMBER** phase **STEP 1**
3. **Provide education to participants** in order to set expectations and promote the desirable behaviours that will need to be displayed to protect the integrity of the **AMBER** phase **STEP 1** and keep progression of the resumption on track.

Sport NI will be able to provide guidance to individual sports in order to assist the completion of these important tasks.

2.3 Future Transitions

Chief Medical Officer and Public Health Authority advice to the Executive will determine when it is possible to permit further easing of public health restrictions that may lead to additional transitions, **AMBER** Phase **STEP 1** to **STEP 2** then on to **YELLOW** phase (**STEP 3**) and in time **GREEN** phase **STEP 4** and finally **STEP 5**. At each transition, **sports will be expected to revisit the three tasks above** to ensure that appropriate adjustments can be made and progress maintained.

Sport NI will continue to support sports on an individual basis and share best practice within the sport sector to assist with management of transitions.

2.4 Important considerations associated with a return to increased training load following RED Phase (Lockdown)

There is likely to be an increased risk of injury in some sports especially if individuals are significantly increasing their loading following a period of lockdown. The escalation of training at any accelerated rate, may also compromise the immune system in a higher risk environment as lockdown restrictions ease and contacts increase. For this reason, the advice to everyday people is not to do more than usual at this time. Non-high performance athletes, with limited medical support should take care managing their immune system health and follow correct periodisation approaches to both training and diet. A graduated approach to training is therefore recommended. Where available (e.g. through clubs) it would be wise to engage relevant support staff for advice on graduated return to training.

Individuals who have been infected by Covid-19 require careful management as they return to sport.

Sport NI will be able to provide guidance regarding management of this latter scenario.

2.5 Important considerations for Vulnerable Groups

A range of groups may need special consideration within a sport's planning because they may be at increased risk at this time. Some para-athletes and others with underlying medical conditions (<https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk-from-coronavirus/whos-at-higher-risk-from-coronavirus/>) that are concurrent with the Covid-19 threat may be in this category. If this is the case the individual's regular Physician should be consulted. There will however often be alternative training options possible and every reasonable effort should be made to find solutions that enable para-athletes and others with underlying medical conditions to participate at each transition stage.

Sport NI will be able to provide guidance to individual sports in this regard.

2.6 Transitions for each category of sport

The following section shows how a resumption to sport could take place in each of 5 categories of sports. Further examples of sports within these categories is found in appendix 1.

It is important to recognise that Executive decisions regarding any easing of restrictions will mean that groups of sports will likely move forward at different times. They may also remain within different phases for variable time periods.

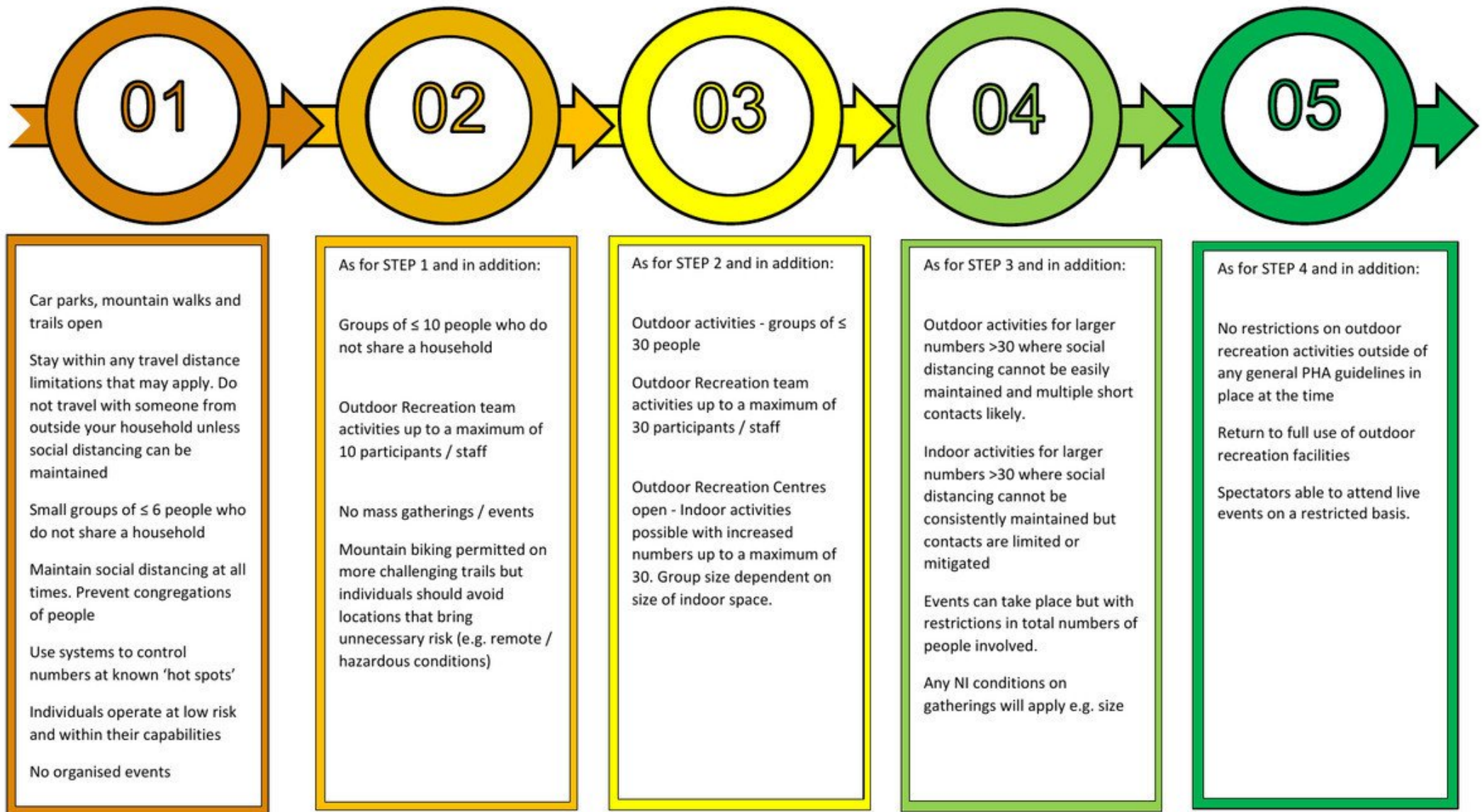
For each however, the transitions are graduated and the sequence will be **RED** to **STEP 1 AMBER** to **STEP 2 AMBER** to **STEP 3 YELLOW** to **STEP 4 GREEN** and **STEP 5 GREEN**

The numbers used for people groupings within the next section are those identified within the Executive's document but it is reasonable to expect that future decisions may be taken that influence the **size of groupings and gatherings** that are permitted in Northern Ireland. In addition testing and contact tracing are likely to become more widespread as measures to help control the outbreak. In time these can be factored into the document where appropriate.

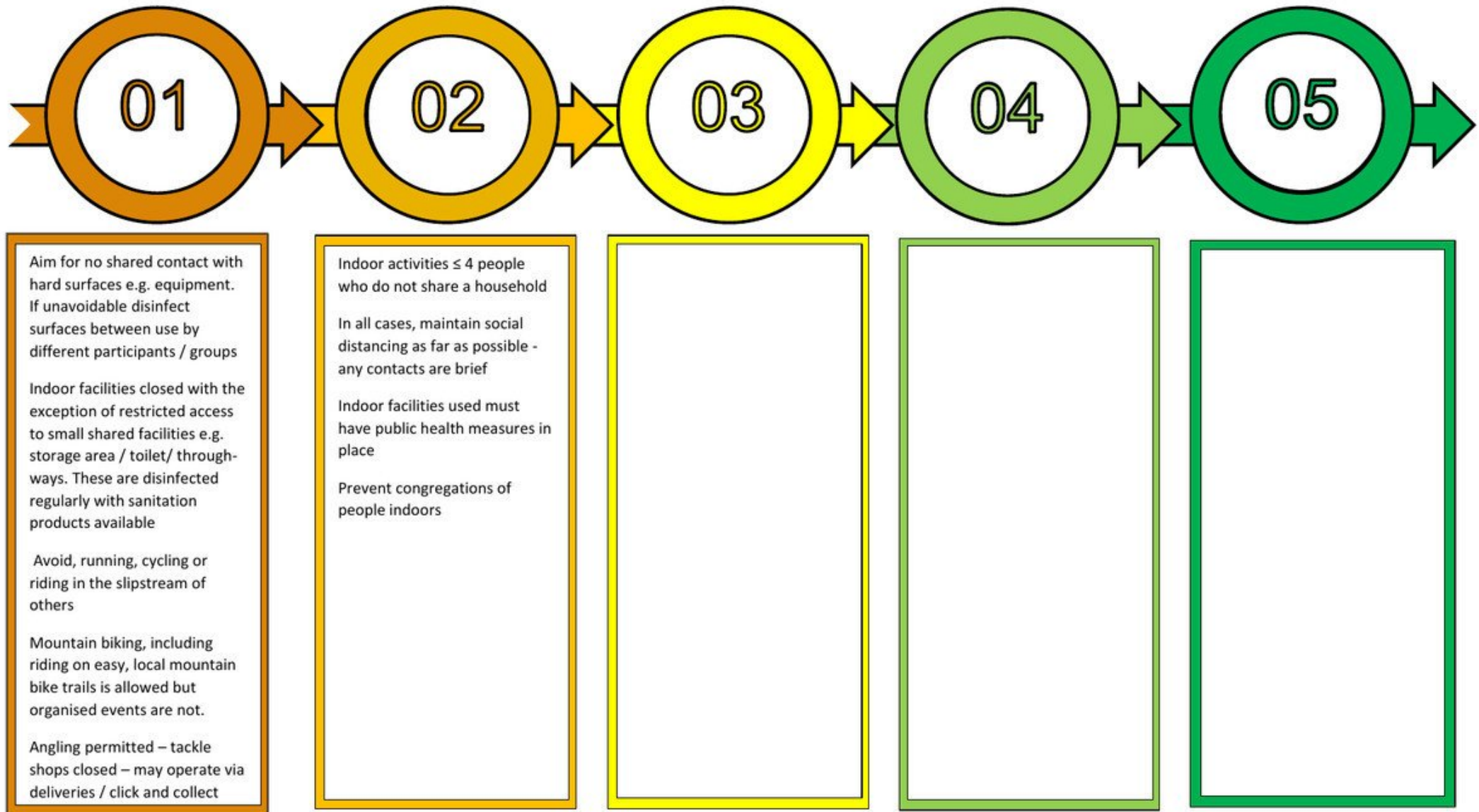
Each **STEP** contains a mix of general conditions and sport specific conditions to guide activity. Each subsequent **STEP** builds on those before.

Sport NI will continue to review the information within this section in order to update and improve this document as more information becomes available.

2.6.1 The 5 key steps to resumption of Outdoor Recreation – also see continuation on next page

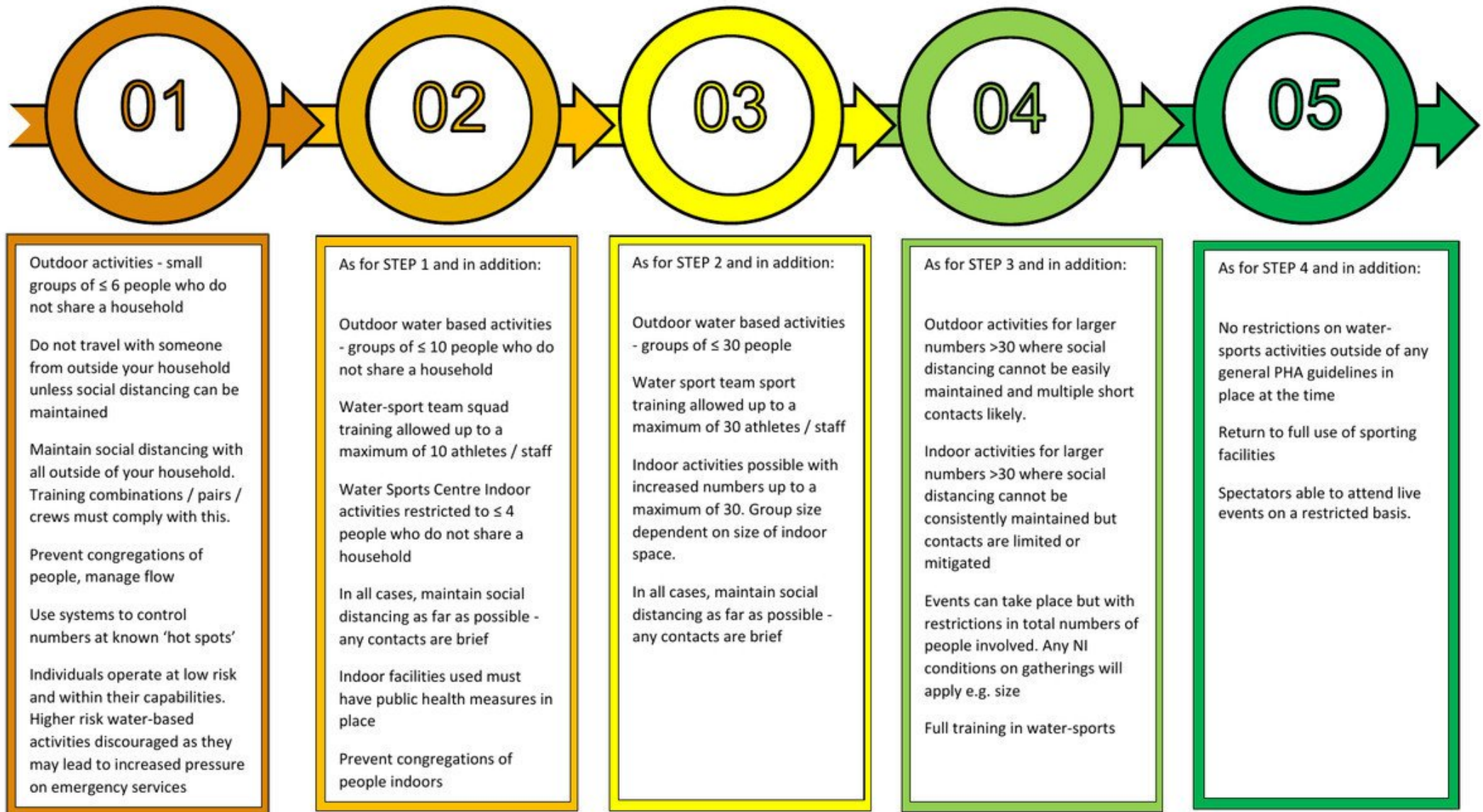


The 5 key steps to resumption of Outdoor Recreation — continued from previous page

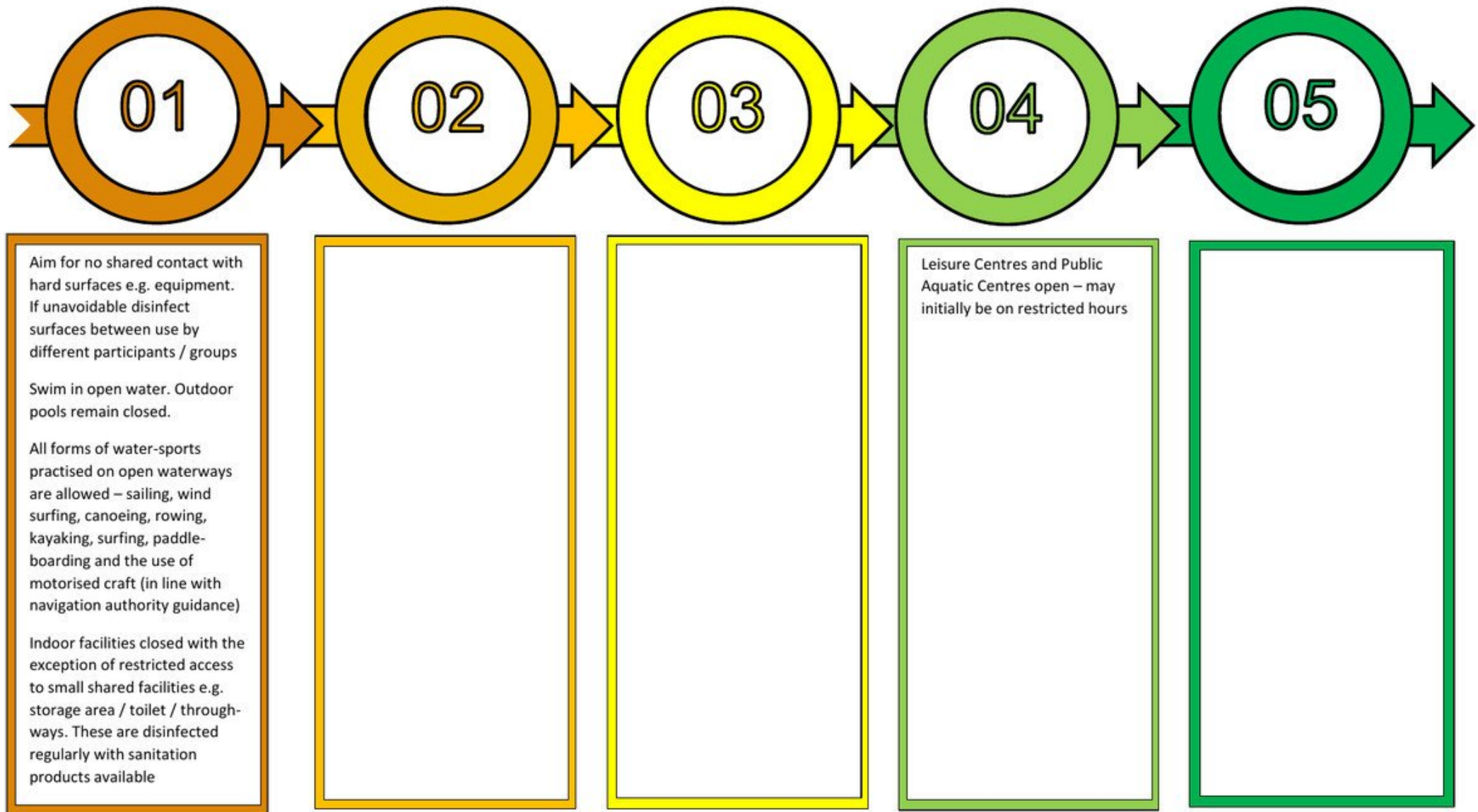


2.6.2

The 5 key steps to resumption of Water-sports — also see continuation on next page



The 5 key steps to resumption of Water-sports — continued from previous page

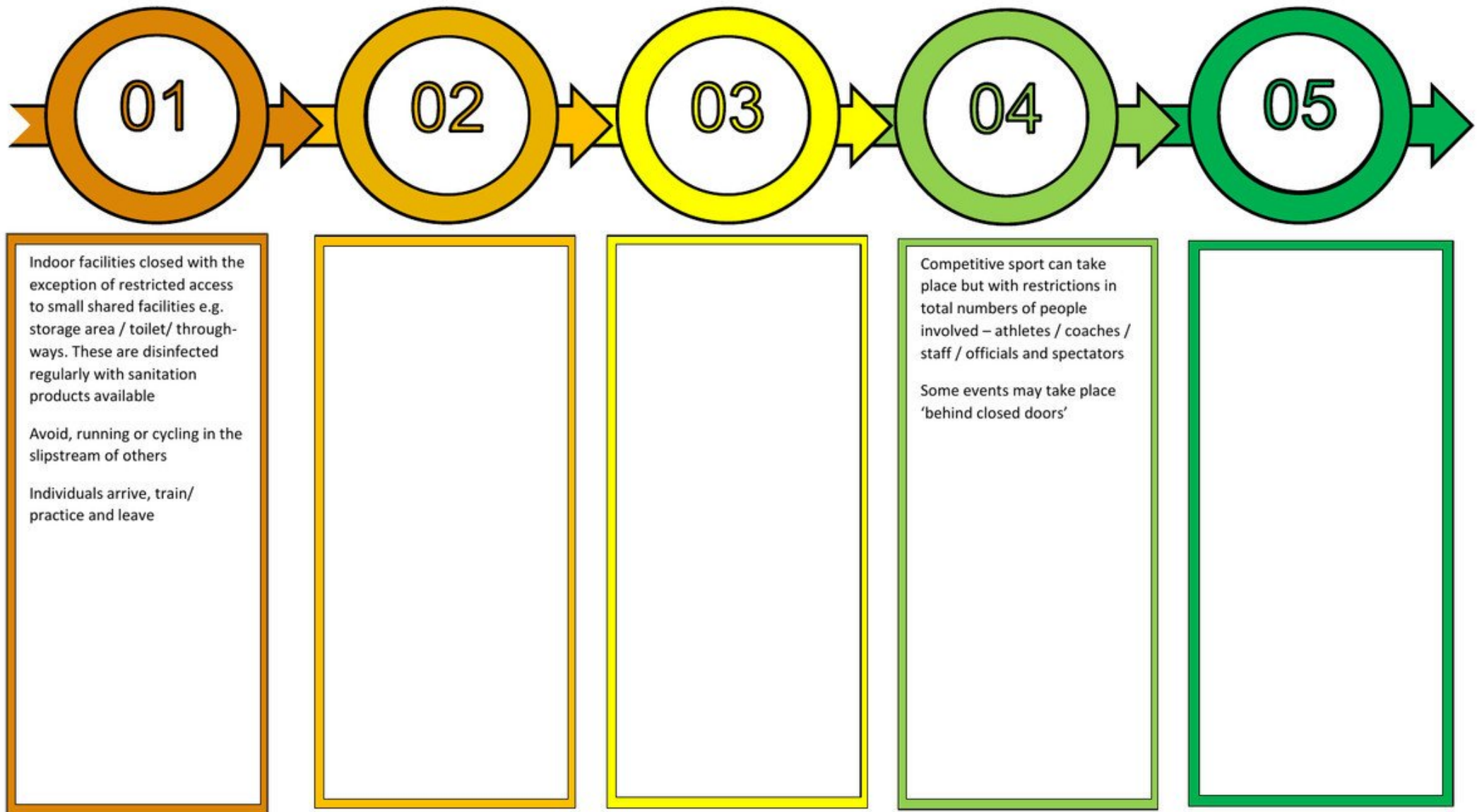


2.6.3

The 5 key steps to resumption of non-contact sports — also see continuation on next page



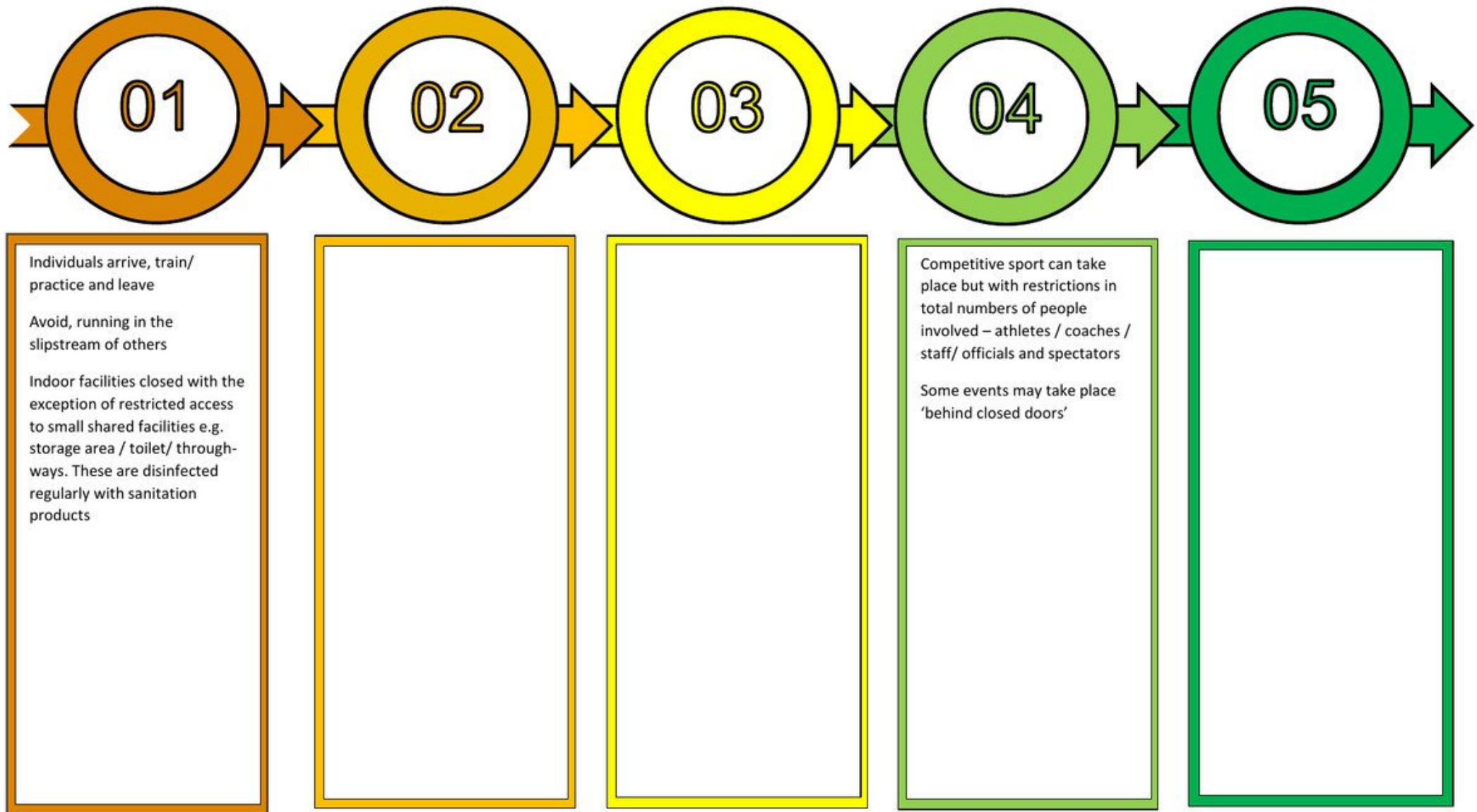
The 5 key steps to resumption of non-contact sports — continued from previous page



2.6.4 The 5 key steps to resumption of Contact sports (lower risk) – also see continuation on next page



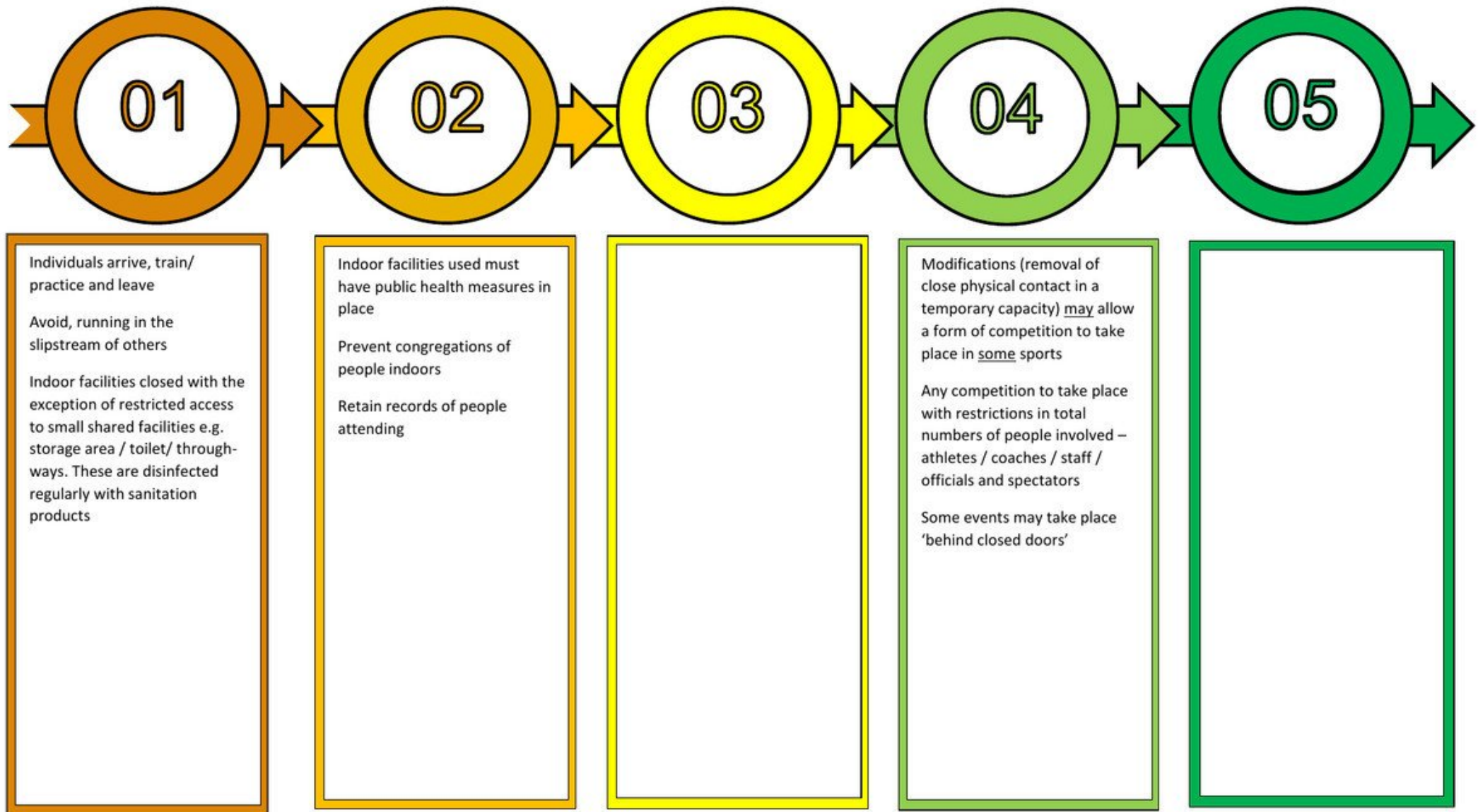
The 5 key steps to resumption of Contact sports (lower risk) – continued from previous page



2.6.5 The 5 key steps to resumption of Contact sports (higher risk) – also see continuation on



The 5 key steps to resumption of Contact sports (higher risk) – continued from previous page



2.6.6 Category: High Performance / Professional athletes (HP/PA)

Within the UK a working group of leaders, senior Medical Officers and partner organisation representatives including institutes, athlete representative bodies and sport venue hosts across Olympic, Paralympic and Professional sports have been considering the five steps suggested as necessary for a full unrestricted resumption of High Performance / Elite sport competition. This has also been considered by Sport Ireland and Professional sports within Ireland. There is broad agreement in terms of the five steps in this specific context and their sequence.

Step 1. Individual outdoor field-based or in-door gym conditioning

In HP/PA context this step represents AMBER Phase with small numbers

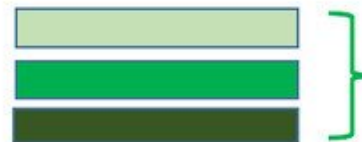
Step 2. Team training

In HP/PA context this step represents YELLOW Phase with larger squad numbers

Step 3. Domestic competition - no spectators

Step 4. Cross border - no spectators

Step 5. No restrictions - spectators present



In the HP/PA context these steps represent GREEN Phase ending with further increase in numbers (athletes / coaches / staff / officials / spectators)

Step One of return to training can be described as a return to a level of organised individual programme training in a defined performance facility while adhering to the government social distancing advice. This might be individual training or groups of individual athletes training in the same facility/space but adhering to social distancing and other steps to minimise the spread of COVID-19. Under step one, travel to training venues is also permitted.

It represents the transition from RED to AMBER for high performance / professional athletes. These are **treated in this framework as a separate category** as these athletes are full-time and **the transition effectively represents a 'return to work'**.

This would require a level of dispensation from The Executive to do so. This has already taken place in several European Countries e.g. Germany, The Netherlands and Sweden. This dispensation would require the Executive to grant permission for high performance / professional athletes to start individual training as outlined in step 1 of return to training (see previous page). Permission would be subject to all sports endorsing and agreeing to follow the **Elite sport return to training guidance** produced by the working group.

The **Elite sport return to training guidance** for step 1 has been consulted on and was published on 13 May 2020 by The Department for Digital, Media, Culture and Sport (DCMS). The **Guidance** defines a minimum practice set of standards relating to return to training and is available at the following link:

[Elite sport return to training guidance: Step One - GOV.UK](#)

The guidance applies to all athletes, players and the staff who support them to protect not only their health and wellbeing but also that of the wider community and healthcare workers during any resumption of training. There will be an '**opt-in**' option for any athletes, players or staff with potential to be involved.

The **Elite sport return to training guidance** has sections that provide guidelines for

- (a) Sports, Professional Clubs and service provision partners e.g. Sports Institutes.
- (b) Venue hosts / operators (recognising that not all sites are the full responsibility of either a sport or a Sports Institute)

The guidelines within **both** sections of the **Elite sport return to training guidance** would need be met in order to be confident that the approach taken to returning to organised training could be considered healthy, safe and in line with current guidance and best practice.

The recommendation from Sport NI is that if sporting organisations are seeking special dispensation to recommence activity with their High Performance / Professional athletes, they are required to demonstrate to the Executive, Department of Health and the Public Health Authorities that they meet the guidelines within the **Elite sport return to training guidance** and are also taking additional measures to prevent the spread of COVID-19. Sport NI will make the **Elite sport return to training guidance** available to sports once it is published.

It is critical that all sports must maintain awareness of the evolving COVID-19 environment and align current practices with informed decisions for athletes/other personnel safety.

Note that any resumption of organised high performance sport training should not in any way detract from the hosts/operator's ability to support ongoing usage of the facility for supporting the NHS or key workers requirements. Any resumption should also not use resources if the demand for those same resources from the NHS remains unmet.

A resumption of the normal training environment will enable High Performance / Professional athletes to regain conditioning, gather focus and prepare for future competition (Olympic, Paralympic, World and European) without conceding ground to other international competitors. In NI this is a relatively small group who are supported by professional science and medicine staff. Strict access to facilities, reporting and monitoring can all be put in place while training numbers can be managed to respect social distancing. The challenge to satisfy all the guidelines within the **Elite sport return to training guidance** may be easier when the sport owns and operates the facility. Sports / Sports Institutes that operate on hosted sites would depend on the host being able to make a full commitment to deliver on the guidance.

3.0 Guidance regarding larger sporting events

In time as sports progress through the steps, there will be the need for further guidance on staging events either outdoor or indoor. While these could be initially 'behind closed doors' there will eventually be a desire to include spectators initially in restricted numbers. Sports Grounds Safety Authority (SGSA) have previously provided guidance to sports grounds operators which is available at <https://sgsa.org.uk/covid-19-coronavirus-guidance-updated/>. There are many developments currently happening in sport around the world (including UK and Ireland) to consider challenges associated with staging larger sporting events. This is a fast developing area and as the learning is assimilated it will be possible to provide further guidance to the sport sector in Northern Ireland.

Sport NI will continue to monitor emerging practice and engage with SGSA about future supports that could be provided to the sector in NI to help facilitate a return to venue led sport.

4.0 Covid-19 Healthy adjustment and transition

The psycho-social impact of lockdown and the phases of return are complex. Struggling to adjust to further changes in circumstances is normal and Sport NI has developed a number of resources to support those who are struggling and need a helping hand. Main focus areas in this period will be assisting people with the decision to access the emerging sporting opportunities in step 1 and affirming how they will have to operate to both enjoy the sport but also prioritise self-care for all. In time as the steps progress, focus will be on reconnecting those relationships that may have suffered during the lockdown. Sport NI has been working with Inspire Wellbeing to develop an **online resource hub around Mental Health and Wellbeing for the sports sector**. The hub went live towards the end of April 2020, has lots of excellent features and has generated excellent feedback to date. The hub is particularly strong in providing clear signposting to PHA services within every geographical area in NI. Sport NI is committed to further enhance and develop the content but decided to launch the hub ahead of schedule to make this support available immediately to all people throughout the sporting community irrespective of ability, age and role they play within their sporting club. The hub can be accessed at www.inspiresupporthub.org/sports.

As the steps progress it is vital that sports support their athletes and staff to ensure that they feel psychologically safe during the phased return to training and competition. Sport NI is currently providing mental health and well-being support to sports governing bodies that have identified a specific need in this area.

Sport NI will continue to develop the Mental Health and Wellbeing Hub and other resources for the sports sector in order to reach out to as many people as possible, encouraging people to engage with the hub, use the resources and when necessary link directly to the support services available to help them.

5.0 Building on this Framework

Within this document reference has been made to factors that indicate the need to keep it under regular review. Countries are managing their outbreak in different ways and trialling approaches to reintroduce sport and physical recreation in a safe fashion. Learning is emerging from these experiences that will prove useful to those countries who are a little further behind in their outbreak response. The phased transition model shown in this framework for how sport and physical recreation could be resumed may require further modification, but in the format shown here acts as a tool to help sports think about and prepare for the challenges ahead. It encourages the development of sport specific protocols that can sit under this Framework providing further guidance to

sport participants. **It is designed to help the implementation of the Executive's 5 Step Pathway within the sport sector.** Through responsible actions within each phase and at each of the **5 steps**, all sport participants can play their part in gradually transitioning NI towards a new type of normality.

6.0 Appendix 1 - Examples of sports matched to their likely category

Note that it is a **decision for sports to match themselves to one of the categories shown** and be satisfied that the protocols that they develop are compliant with the Executive recommendations at any of the five steps. This position will be based on the medical and scientific advice provided by the Department of Health and Public Health Authority. In the majority of cases sports are easily assigned to the categories used within this Framework. However some sports may wish to consider (in relation to transmission of Covid-19), whether they view themselves as Contact sports (lower risk) or Contact sports (higher risk –due to the nature of the close physical contact). In the table below SNI has identified the category that seems the most appropriate but sports should select a different category if they do not agree with the category shown here. The Board and Accounting Officer within each sport are responsible for the actions taken to plot a safe resumption of their sport applying the 5 steps as outlined by the Executive and presented in this Framework.

*The table below is for illustration and does not show an exhaustive list of sports. Also note * that running and cycling are approved activities even under lockdown.*

Outdoor Recreation	Water-sports	Non-contact Sports		Contact Sport (Lower risk)	Contact Sport (Higher risk)
Mountaineering	Canoeing	Archery	Handball (Gaelic Games)	Camogie	American Football
Mountain-biking (*discipline of cycling)	Sailing	Athletics * see note above table	Volleyball	Football	Boxing
Angling	Rowing	Badminton	Weightlifting	Gaelic Football	Judo
Orienteering	Sub-aqua	Boccia	Goalball	Hurling	Karate
	Surfing	Bowls		Hockey	Rugby (all codes)
	Swimming	Cricket		Ice Hockey	Wrestling
	Water-skiing	Cycling * see note above table		Netball	Taekwondo
		Darts		Basketball	Wheelchair Rugby
		Equestrian		Wheelchair Basketball	
		Fencing			
		Golf			
		Gymnastics			
		Motor sports			
		Shooting			
		Skateboarding			
		Snooker			
		Squash			
		Table Tennis			
		Tennis			
		Triathlon			

Report to:	Active and Healthy Communities (AHC)
Date of Meeting:	15 June 2020
Subject:	Re-opening of Outdoor Leisure Facilities – Phase 2
Reporting Officer (Including Job Title):	Michael Lipsett, Director: Active Health and Communities
Contact Officer (Including Job Title):	Paul Tamati, Assistant Director: Leisure and Sport

For decision		For noting only	X
1.0	Purpose		
1.1	The purpose of this report is to note 'Phase 2' of the reopening of designated outdoor leisure facilities in light the new COVID 19 regulations and lifting of restrictions which were announced on Thursday 4 th June 2020 by the Executive and also in line with Sport NI framework guidance on the resumption of sport.		
1.2	Background		
	<p>A report to Party Representatives on the 20th May 2020 outlined the first phase of re-open of leisure and sports facilities with golf, tennis and angling approved to re-open by the executive.</p> <p>The NI Executive announced on Thursday 4th June 2020 that further COVID 19 restrictions would be lifted and will allow the following to now take place as long as social distancing and COVID-19 protocols are followed:</p> <ul style="list-style-type: none">• Outdoor Sports facilities will be permitted to re-open,• Groups of up to six people who do not share a household in Northern Ireland will be allowed to meet and train outdoors.• Sports such as athletics, bowls, tennis, soccer football and various physical exercise programs on open pitches (non-contact exercise e.g. circuit training).• Golf, tennis and angling to continue.• Other outdoor activities that do not involve shared contact with hard surfaces, including some water sports, will be permitted.		
2.0	Key issues		
2.1	<ul style="list-style-type: none">• Although the announcements have identified lifting of restrictions for certain sports, there is still a lack of clarity and guidance in terms of how to implement COVID 19 restrictions whilst undertaking specific sporting activities.• Officers continue to research the industry standards and engaging with various governing bodies of specific sports to ensure a recommended and consistent approach to recommencing designated sporting activities are followed.• The issuing of such guidance to facility users and clubs, along with the establishment of appropriate signage and disinfecting regimes will require a lead time to be established before use of facilities is implemented.• GAA have advised none of its members can resume training until the 29th June as they will not be covered under Gaelic games insurance.		

	<ul style="list-style-type: none"> • Officers are proposing to restrict the opening of all our outdoor leisure facilities where possible unless governing bodies have supplied guidance. • Many outdoor leisure facilities such as tennis courts are not staffed and therefore ensuring guidance is communicated to all users needs to be considered • Staff who are currently furloughed may need to be brought back to frontline services to facilitate operational requirements. • At this stage it proposed that facilities are restricted to club use and members only all of which will be asked to comply with sports specific social distancing and COVID-19 guidelines. • Changing rooms, toilets and pavilions are to remain closed for use until further lifting of restrictions. • Coaching at facilities can only take place if the facility is block booked in advance with no conflict with club use and coaches must comply and ensure compliance with sports guidance on social distancing and produce all risk assessments and statutory documents e.g. public liability insurance and access NI check. • The booking of grass pitches for training has never previously been permitted and this will remain in place along with maintenance regimes for off season repairs. • Designated artificial surfaces with appropriate sizes to ensure social distancing measures can be applied will be re-open, however as mentioned above for club use only and only on a block booking basis.
3.0	<p>Recommendations</p> <p>That the Committee note the reopening of the following outdoor Leisure Facilities with restrictions from Monday 22 June 2020:-</p> <ul style="list-style-type: none"> • Designated Bowling Greens: Bessbrook, Newry, Warrenpoint, Kilkeel, Annalong & Newcastle. • Designated Artificial Surfaces: St Colman's Athletics Track and 3G Pitch, Donard and Saintfield Synthetic Pitches, Dunleath, Langley Road Shale Pitches, the Ropewalk in Newry, Castlewellan 3G pitch and Threeways Pitch along with designated Council owned community centre surfaces. • Tennis Facilities: To move to phase 2 of the tennis Ireland guidance. • Club and Commercial Coaching: To be allowed to commence at designated facilities in line with block booking requirements and subject to submission of all appropriate documentations. • Councils scale of charges: Should be applied accordingly with a common-sense approach. • Kilkeel, Warrenpoint park and Annalong Tennis Courts to remain closed for casual hire.
4.0	Resource implications
4.1	<p>Revenue: There are additional revenue costs associated with the establishment of new signage, cleaning regimes and issuing guidance for COVID 19 restrictions at designated sites however these can be covered through existing budgets and potentially identified as COVID-19 Code expenditure.</p> <p>Staff management and frontline employees may be required to be taken off furloughing arrangements to support the operational needs of facilities.</p> <p>Capital: There are no anticipated Capital implications</p>
5.0	Equality and good relations implications
5.1	There are no anticipated equality and good relations implications arising from this specific report.

6.0	Rural Proofing implications There are no rural proofing implications arising from this specific report.
7.0	Appendices Appendix 1: Sport NI Resumption of Sport
8.0	Background Documents PR Report – 20 th May 2020.

Appendix 1

AHC Procedure **Covid 19 , Reopening of outdoor sports Facilities**

Objective

The COVID-19 pandemic resulted in the closure of leisure and outdoor recreation facilities. As these restrictions are lifted on a phased basis, this document aims to provide detail on the arrangements in place for re-opening and ultimately, returning facilities to a normal condition and operation.

The safety, health and wellbeing of Council employees and the sporting public is of paramount importance, especially at these unprecedented times. This document sets out the Council's principles and practical steps to ensure so far as is reasonably practicable the continuity of services in a way to ensure employees and the public's health is protected.

It is recognised that during the Covid-19 (Coronavirus) emergency, and the lifting of certain restrictions that various sports may be able to resume, this document must be used in line with each of the relevant sporting governing bodies own specific guidance advice, and each club to set out their own Site specific risk assessments.

Contents

- 1.1 Preparing the premises
- 1.2 Health and Safety
- 1.3 Staff Training
- 1.4 Customers Information

1.5 Cleaning

1.6 Other Considerations

1.7.1 Staffing

1.7.2 Customer Guidance

1.8 Sports specific guidance Tennis

1.9 Sports specific guidance Bowls

2.0 Sports specific guidance Athletics

3.0 Football pitches Guidance

1.1 Preparing the premises

Essential maintenance during the period of premise closure may have or still requires to be carried out, therefore all facilities may not be available for use at this current time. Throughout all essential or otherwise maintenance, the primary consideration has and will continue to be ensuring public safety.

At this time, only outdoor courts and facilities will be re-opened. Pavilions/changing rooms, etc are to remain closed during this phase of re-opening and will be reviewed pending government guidance.

The initial focus during this phase is on facilitating recreational and social play, and letting players spend time practicing

No competitions are currently to take place.

For re-opening, for facilities that will be staffed St Colmans running track, measures will include but are not be limited to:

- Ensure suitable disinfectant and hand sanitiser is provided in all areas
- PPE is available for staff
- Staff are to remain 2 metres apart. Floor markings are used to mark the distance, particularly in the most crowded areas (for example, where queues form)
- Where it is not possible to remain 2 metres apart, staff work side by side, or facing away from each other, rather than face to face.
- Position a member of staff to be responsible for disinfecting / sanitising all surfaces that are touched, for example door handles, ball dispenser.
- Ensure there is a high focus on hygiene and physical distancing

Additionally, for customers:

- Signage is used to direct movement while maintaining a 2-metre distance
- Entry is regulated so that the premises do not become overcrowded
- Additional signage is used to ask customers not to enter the premises if they have symptoms

1.2 Health and Safety Considerations

General Advice

- Wash your hands with soap and water often (for at least 20 seconds) and in particular on returning to the council facility / office or to home.
- Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. Catch it, Bin it, Kill it
- Put used tissues in the bin immediately and wash your hands afterwards
- Try to avoid close contact with people who are unwell
- Do not touch your eyes, nose or mouth if your hands are not clean.
- Keep informed of the most up-to-date information on the Public Health Agency website.

1.3 Staff training

Staff should receive training in how the premises will operate. They need to be fully familiar with;

- General Covid 19 advice regarding social distancing, hand washing, catch it, bin it, kill it – should be re-enforced via daily staff briefings

- any pre-arranged new Entrance and Exit points
- Where relevant, one-way system and queueing management system
- Modified cleaning routine
- New system of work and how to answer customer's questions.

1.4 Customers information

Information for clubs and customers should be widely displayed, on each specific site and online.

1.5 Cleaning

The cleaning and maintenance schedules of sites should be provided to each club to minimise additional people on each site. Therefore, clubs should not take any members bookings when NS or AHC staff are on site.

1.6 Other Considerations

• Data Capture – contact tracing

Club members using the premises will be required to provide basic details such as first name, surname, address and contact number and also a date and time should be noted when they have used the facility. This detail will be retained by each club secretary. This is to aid potential contact tracing if required if a staff member or customer develops Covid 19.

1.7.1 Staffing

Staffing – TBC , currently leisure staff are on Furlough however they may needed to resume their duties as and when required with further easment of the restricted sports facilities.

1.7.2 Customer Guidance

Nothing is more important than the health and safety of our customers and staff. We have developed the following guidelines for the tennis courts, to ensure everyone can feel comfortable when they visit:

Facility condition

Due to pandemic, there may be circumstances where ongoing maintenance regimes may suffer (ie. Reduced staff due to absence, sickness, furlough, etc) As an organisation we recognise the importance of and the need to manage clubs /general public expectations in relation to the facility standards. Where a customer asks, we will explain that any sub-standard conditions they may experience are the result of the limitations imposed by the pandemic and that only essential, safety critical maintenance has been carried out during this time not through the neglect or otherwise of the operator.

It is possible that staff levels or hours of work will remain at a reduced level during the initial stages of play being permitted so progress may be slower than usual.

Resuming full services

Council will continue to follow government and PHA advice and it is hoped that over time the full services previously provided by the premises will resume. However, it must be noted that

there may be certain restrictions in place for some time, such as a degree of social distancing, that will necessitate a phased return to full operation.

Additional outdoor sports /facilities which are to reopen will be also be restricted to governing bodies guidance and risk assessments. Sport NI stepped plan set out which has been accepted by the NI executive shows the various stages when sports can resume eg: Gaelic games to resume on the 29th June next various water sports, cricket, football and Finally the full contact sports like rugby in step 5 of the plan.

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1.8 Tennis facilities

Clubs should be fully aware and compliant with NI Government legislation and they should ensure that these guidelines are adhered to.

<https://www.nidirect.gov.uk/campaigns/coronavirus-covid-19>

It should be noted if a club does not comply to the regulations or conditions set out by Council then continued access to site will be declined.

- Guidance and advice for tennis players should be posted on the website and social media
- Play is limited to singles only or doubles where partners are from the same household
- Clubs availability and usage times on courts has been increased to allow for easier social distancing between players.
- Clubs must advise its members that they will need to pre-book slots through their secretary.
- Nets are maintained and in good condition. Prior to the facilities opening they have been adjusted to the appropriate height to avoid the need for players having to adjust them. Net winders are removed after installation
- Measures are in place to minimise encounters between people, including doors and court gates being left open during playing hours, where practical different entry and exit routes to the courts, two metre distances will be marked in the form of signage at appropriate points.
- Customers should leave the venue as soon as their game is completed
- No hire equipment will be provided. Players must use their own equipment and are reminded not to share use of rackets or tennis balls (ie. Players should use two sets of clearly marked tennis balls. These should be alternated for serving with each player

only touching their individual tennis balls and players should use their racquet / foot to pick up balls and hit them to their opponent and should avoid using their hands to pick up the balls)

- Coaches can coach a maximum of 3 players from the same household on one court at any one time. These coaching slots will only be available during club normal usage times eg 5pm on ward mon to Friday

TENNIS COURTS SAFETY MEASURES

1: You must stay at home if you:

- Have been in contact with someone with COVID-19 in the last 14 days
- Have been overseas or exposed to someone with COVID-19 in the last 14 days
- Have flu-like symptoms or are feeling unwell

2: Frontline workers can play but should personally assess the risk of passing on infection and follow recommended NHS Guidelines

3: Only people core to playing should attend tennis activities such as players, participants, coaches and operational personnel

4: Equipment will not be available for hire initially to reduce forms of contact.

5: Arrive and leave as close as possible to when you are due on court

6: Play should be limited to singles only during this phase of the reopening. The only exception for doubles play is if playing partners are from the same household. Further doubles play will be considered in future stages of reopening

7: Players should arrive ready to play as their will be no access to dressing rooms during this phase

8: Players should ensure that they utilise toilet facilities in their own home prior to arriving at the premises as toilet facilities will not be available during this phase.

9: Players should, ideally, bring a small bottle of hand sanitizer with them and keep it in their pocket of bag for use.

10: Juniors, under 18 years, must be supervised by a parent / guardian in this stage of reopening.

11:

To protect against infection:

- Players must refrain from handshakes and high fives
- Keep 2 metres away from other people at all times
- Do not share food, towels and drinks
- Wash your hands frequently with soap and water or hand-sanitiser when available, before and after eating, after going to the toilet, sneezing and coughing
- Cover your coughs and sneezes and dispose of any used tissue in your own bag and bring it home with you
- Avoid touching your face
- Keep your distance from people who are obviously sick
- Try not to touch any surfaces, but if you do sanitise your hands as soon as possible
- Change ends at opposite sides of the net. If this is not possible then do not change ends.
- Use two sets of clearly marked tennis balls. These should be alternated for serving with each player only touching their individual tennis balls.
- Use your racquet / foot to pick up balls and hit them to your opponent. Avoid using your hands to pick up the balls.

- Remain apart from other players when taking a break.
- If a ball from another court comes across, send it back with a kick or with a racquet.

12: Once play has finished players should leave the premises promptly and:

- Hands should be washed and sanitised as soon as possible
- Ensure equipment is cleaned thoroughly after use.
- Tennis balls can be sprayed with a disinfectant
- If a player becomes unwell after playing, they should first contact their GP/NHS and then inform their Council
- Players should be encouraged to remind other members of the guidelines, in a gentle way, when they witness poor practices. Repeated poor practice should be reported to the club as soon as possible

13: Tennis Balls

- Practice caution with the Tennis Balls
- Although there is no specific evidence that tennis balls can spread COVID-19, we know that contamination from respiratory droplets from an infected person can potentially survive on hard surfaces for up to three days.
- Replace balls if someone suspected of having COVID 19 comes in contact with them
- Consider spraying balls with a disinfectant spray at the conclusion of play.
- Using new balls on a very regular basis is highly encouraged

14: Enforcing the rules: We want all customers to enjoy their visit, have fun and feel safe. So, we insist for everyone's protection that our social distancing and personal hygiene rules are followed by everyone.

1.9 Bowling facilities

Social Distancing and Guidelines for Safe Play

Clubs should be fully aware and compliant with NI Government legislation and they should ensure that these guidelines are adhered to.

<https://www.nidirect.gov.uk/campaigns/coronavirus-covid-19>

It should be noted if a club does not comply to the regulations or conditions set out by Council then continued access to site will be declined.

- 1.1 One club member will prepare the green for play, delivering equipment to the playing rinks with hygiene in mind and disinfected for safe use by bowlers. After the game this equipment should be disinfected again before it is returned to storage.
- 1.2 Rink time should be booked with the club before attending to play. Individuals must leave the premises immediately after the conclusion of play and cleaning of equipment.
- 1.3 Sanitiser and disinfectant to be made available to all bowlers by the clubs themselves.
- 1.4 **Clubhouses shall remain closed.**

2. Player Responsibilities

2.1 Player Health

- 2.1.1 All players who have tested positive or in isolation for Covid-19 or are living in the same household with a Covid-19 positive person should adhere to the following:
 - i) If you are unwell or have symptoms stay at home
 - ii) If you have tested positive and are in self isolation you may not return to bowling for a minimum of 14 days, as per NI Government guidelines;
 - iii) or until you have returned a negative test and are symptom free, as per NI Government guidelines
 - iv) If you are living in the same household with a Covid-19 positive person, you must also follow (ii), as per NI Government guidelines.
- v) contact with others outside your household. If you are living in a household with a possible COVID-19 infection or if you are classified as extremely vulnerable on health grounds, the guidance is that you should remain at and exercise at home.
- vi) Players who have symptoms should notify their club, if they were due to play, and start self-isolation for 14 days or until a negative test is returned and they are symptom free, whichever is the least amount of time.
- 2.1.2 All players should practice safe hygiene at all times, including washing hands for at least 20 seconds before and after bowls.

2.2 Attire and Equipment

- 2.2.1 Bowling shoes will remain mandatory.
- 2.2.2 All bowlers must arrive to the bowling green in attire suitable for bowling, changing on the premises is not allowed.
- 2.2.3 Bowlers are allowed only one bag and an umbrella at the green attended.

- 2.2.4 All equipment to be used i.e. measures etc. should be disinfected before being used
- 2.2.5 Disinfectant spray must be available BY THE CLUB beside mat/jack boxes and between each game, all mats and jacks must be thoroughly cleaned by players.

3. On the Green

3.1 Mat, Jack, Bowls and Scoreboard

- 3.1.1 Under no circumstances should players arrive at the club to play without booking through their own secretary.
- 3.1.2 Players should not arrive more than 15 minutes before booked time
- 3.1.3 Players must leave immediately at the end of playing time
- 3.1.4 Minimum mat placement to be three metres (118 Inches) from the ditch.
- 3.1.5 A player will not have control of the mat until the previous player is at least 2 metres from the mat.
- 3.1.6 Each lead will have a jack and mat supplied to them by the club which should only be used by that lead. Mat should be carried up and down green by that lead.
For casual roll ups consider placing the jack rather than delivering it.
- 3.1.7 In the event of a foul jack or bowl that has left the rink or fallen into the ditch, the jack/bowl is to be removed by one designated player and placed on the bank using a cloth.
- 3.1.8 Centring of the jack should be done by foot.
- 3.1.9 Players must only use and touch their own bowls.
- 3.1.10 When a count has been decided, bowls to be removed either by the owner of the bowls or by removing them by foot.
- 3.1.11 All bowlers must have a cloth with disinfectant/sanitiser to apply to each bowl and jack before each game.
- 3.1.12 Measuring will be done by one player on each rink predetermined by team captains.
- 3.1.13 Maximum of 4 players on each rink.
- 3.1.14 Maximum of 2 rinks playable at any one period with over 2 metre distance eg rink 2 and 4/5 at play

3.2 General Social Distancing Guidelines

- 3.2.1 Each bowler will remain always at least two metres from all other bowlers, with outer rinks and bank space to be utilised in doing so.
- 3.2.2 Bowlers will travel up the green in the middle and utilise vacant rinks available for standing and walking up and down to the head. Should an adjacent rink be in use and players are walking to and back from the head, you must wait for them to stop before walking to the other end of the green.

2.0 Athletics facilities

Clubs should be fully aware and compliant with NI Government legislation and they should ensure that these guidelines are adhered to.

<https://www.nidirect.gov.uk/campaigns/coronavirus-covid-19>

It should be noted if a club does not comply to the regulations or conditions set out by Council then continued access to site will be declined.

St Colman's track attendant staff are to be in attendance in order to manage bookings and ensure social distance guidance is adhere to by club and individual users

- Outdoor track can re-open
 - Numbers on the track are limited to 6 athletes (max of 3 per group). This number should be monitored
 - A booking system is implemented allowing users to book the track. This should be done in advance of the session, either by email or telephone to the NLC. Priority will be given to Athletics NI pathway athletes, track members and Athletics NI affiliated clubs
 - Only the track will be open. The stand, toilets and changing facilities will remain closed, and athletes & coaches will be advised that there will be no toilet facilities and that they must bring their own hand sanitiser and facemasks/gloves. Disabled access to the toilets will be available if required
 - No equipment will be available. Athletes bringing their own equipment must not share with others. This includes starting blocks, hurdles, throws equipment etc
 - Track staff will adhere to social distancing – only one staff member allowed in the office at one time. Handwashing facilities will be available in the office, and access to the toilets restricted to staff only. PPE, hand sanitiser and disinfectant spray/wipes will be available. A sanitising station will be provided for users.
 - The long jump pits will remain closed. There will be no high jump or pole vault beds available
 - Track lanes will be appointed to each group to ensure distancing rules apply eg: 6 athletes to use track 1 and the other 6 to use track 6 ..with 10 metres apart form each runner
-
- Guidance will be issued to coaches and athletes in advance of the track opening, detailing the information above. Coaches will be required to complete a risk assessment before commencing any training

Step 2

- As per Step 1, but increase capacity to 10 athletes provided social distancing can be maintained

Step 3

- Capacity of outdoor tracks increased to 30 athletes (max 10 per group). Indoor capacity increased tbc
- Toilet facilities can reopen subject to strict cleaning protocols. Showers and changing facilities remain closed
- Equipment can be loaned/shared if required but each item must be cleaned between users and before returning
- High Jump and Pole Vault beds and Long Jump pits remain unavailable
- Small non-competitive events can take place with max 30 athletes

Step 4

- Capacity on outdoor track increased to 100
- High Jump and Pole Vault can resume provided mats are cleaned between every jump
- Long Jump can resume provided pits are raked thoroughly between jumps
- Larger competitions can take place
- Indoor facility at Ulster University can open

3.0 Football pitches

Social Distancing and Guidelines for Safe Play

Clubs should be fully aware and compliant with NI Government legislation and they should ensure that these guidelines are adhered to.

<https://www.nidirect.gov.uk/campaigns/coronavirus-covid-19>

It should be noted if a club does not comply to the regulations or conditions set out by Council then continued access to site will be declined.

Due to the closure of Grass pitches due to seasonal maintaince works, Only St Colman's running track and 3 g pitch to open (As per council allocation and term time usage), Donard and Saintfield Synthetic pitches, Dunleath and Langley road shale pitches for club and coaching hire only, pavilion and toilets to remain closed as per Athletics NI & IFA guidance.

Those pitches under lease can re-open for the specific clubs provided the comply with guidance and legislative rules

- **Training in small groups of up to six people is permitted**
- **Skill drills and tactical drills (dribbling, diamond passing drill etc) with no close contact**
- **All equipment should be sanitised before and after use**
- **In all cases, maintain social distancing**
- **Prevent congregations of people**
- **Retain records of people attending**

Changing rooms and toilet facilities will not be open at this time
Physical contact with anyone outside of your household is not permitted, therefore playing of any games (small-sided or full) is also not permitted at this time. Avoid meeting in groups of six in busy or overcrowded areas if it is so busy it is not possible to maintain social distancing at all times.

It is permissible for coaches to organise a training session that has two or more groups of six involved (including the coach) as long as the groups of six are kept separate, everyone is socially distancing and strict hygiene measures are in place with any equipment
Gaa croke park has advised no Gaelic games can be training or played on council facilities until the 29th June as its members will not be covered under its insurance or guidance rules.

Report to:	Active and Healthy Communities
Date of Meeting:	15 June 2020
Subject:	Enforcement of Coronavirus Regulations
Reporting Officer (Including Job Title):	Michael Lipsett Director Active and Healthy Communities
Contact Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing

For decision	X	For noting only	
1.0	Purpose and Background		
1.1	That the Committee consider and agree that the Chief Executive signs the attached Memorandum of Understanding with the PSNI with regard to Enforcement of the Health Protection (Coronavirus) Regulations 2020		
2.0	Key issues		
2.1	<p>For the last number of months, the Health and Wellbeing Department have been dealing with many complaints and queries in relation to both the legalities of certain premises being open and of the adequacies of Social distancing in those that are permitted to be.</p> <p>We have responsibility for the enforcement of social distancing within those premises in which we enforce Health and Safety at Work legislation which can be described in broad terms as Retail, Wholesale and Office accommodation.</p> <p>The Council have been now designated by the Department of Health as an Enforcing Authority for the above legislation and Environmental Health Officers and Technical Officers have been appropriately authorized to carry this out.</p> <p>This designation is in relation to Regulations 3 and 4 which refer to premises and the PSNI will retain responsibility for enforcement of breaches involving licensed premises.</p> <p>Further to public concern regarding overcrowding in Newcastle and Warrenpoint during recent weekends, officers have visited all businesses offering takeaway food to ensure good practice and have also carried out proactive visits to all Caravan sites within the District to ensure that any residents currently present are within the defined exemptions.</p> <p>As soon as lockdown measures are relaxed more widely we have prepared teams of Officers to visit all such retail outlets to ensure that they are adhering to the Coronavirus regulations and the necessary guidance on Social Distancing.</p> <p>In addition specific guidance has been developed for both Food and non-food undertakings to help them get back in business and this guidance is available on the Council website.</p>		
3.0	Recommendations		

3.1	That the committee agree that the Chief Executive sign the Memorandum of Understanding with the PSNI with regard to the Enforcement of the Coronavirus regulations in relation to premises.
4.0	Resource implications
4.1	Within existing resources
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
	Appendix 1: Memorandum of Understanding with PSNI Appendix 2: Health Protection (Coronavirus) Regulations (as amended) 2020
8.0	Background Documents
	None

MEMORANDUM OF UNDERSTANDING BETWEEN BELFAST CITY COUNCIL AND THE POLICE SERVICE OF NORTHERN IRELAND

TO SET OUT THE ENFORCEMENT RESPONSIBILITIES UNDER THE HEALTH PROTECTION (CORONAVIRUS, RESTRICTIONS) REGULATIONS (NORTHERN IRELAND) 2020 AS AMENDED AND REPORTING ARRANGEMENTS

Scope

1. This Memorandum of Understanding (MOU) is between Belfast City Council and the Police Service of Northern Ireland with regard to the enforcement of regulation 3 (requirement to close premises and businesses during the emergency) and regulation 4 (further restrictions and closures during the emergency period) of the Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2020 as amended to protect public health.

Definitions in this MOU

2. "2020 Regulations" means the Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2020 as amended.

"BHP" means the Belfast Harbour Police and any reference to its obligations and/or responsibilities only relates to those businesses within the Harbour Area.

"the Council" means Belfast City Council.

"Licensed premises" means those premises which sell alcohol, amusement arcades, bingo halls and any other licensed premises in respect of which PSNI are the normal enforcing authority.

"Parties" means the Council and the Police Service of Northern Ireland and any party may be construed in the singular.

"PSNI" means the Police Service of Northern Ireland.

Purpose

3. The purpose of the MOU is to:

- Establish an agreed framework between the Council, ~~and the PSNI~~ and BHP regarding enforcement of the 2020 Regulations;
- Clarify the general roles and responsibilities of each Party in relation to regulation 3 (requirement to close premises and businesses during the emergency) and regulation 4 (further restrictions and closures during the emergency period);
- Set out in general terms the specific types of enforcement activity that each Party has responsibility for under the 2020 Regulations.
- Set out in general terms the basis of an information sharing protocol between the parties for the purposes of enforcement under the 2020 Regulations; and
- Set out the review, dispute and termination arrangements.

4. When the content of the MOU is agreed a representative of each Party ~~a Council representative and a PSNI representative~~ shall be co-signatories of this MOU. It shall come into effect from the latest date of signing by the Parties. This MOU will remain in force indefinitely unless superseded by another MOU or equivalent document.

5. The Parties enter into this MOU independently and nothing herein shall be construed as establishing a partnership or joint venture between the Parties, nor may either Party profess to represent the other Party, save with written consent in advance from the other Party.

Roles and responsibilities

6. The ~~Council and the PSNI~~Parties are committed to working together to protect public health.
7. While the general responsibilities of each Party to this agreement are outlined below, there may be occasions when it would be appropriate for the parties to be involved in the same investigation. This shall primarily be determined by the nature of the business however, any decision on which Party may take the lead role shall be determined by mutual agreement at the time.

Councils Responsibilities pursuant to this MoU

8. The Council will be responsible for enforcing any requirement or restriction imposed by regulation 3 (requirement to close premises and businesses during the emergency) or regulation 4 (further restrictions and closures during the emergency period) of the 2020 Regulations in relation to all non-licensed premises within the Council's area.
9. The Council will refer all complaints regarding regulations 3 and 4 of the 2020 Regulations, in licensed premises, to the PSNI.

PSNI/BHP Responsibilities pursuant to this MoU

10. PSNI will be responsible for enforcing any requirement or restriction imposed by regulation 3 (requirement to close premises and businesses during the emergency) or regulation 4 (further restrictions and closures during the emergency period) of the 2020 Regulations in relation to all Licensed ~~Premises~~.
11. The PSNI and BHP will continue to deal with all complaints made to it in relation to all alleged breaches of the Regulations which were notified to it prior to 25th May

Commented [NL1]: Will BHP be responsible for licensed premises within the Harbour area?

2020 including, for the avoidance of doubt, complaints pursuant to regulations 3 and 4.

12. The PSNI and BHP will refer all subsequent complaints regarding regulations 3 and 4 of the 2020 Regulations, in non-licensed premises, to the Council.

13. The PSNI and BHP have ~~has sole~~ enforcement responsibility under Regulation 5 (restrictions of movement) and Regulation 6 (restrictions on gatherings) of the 2020 Regulations and BHP shall enforce these Regulations within the Harbour Area.

14. Depending on the individual circumstances of an investigation, PSNI or BHP support may be requested by the Council (e.g. where a breach of the peace is reasonably anticipated or where the entry to premises is being made under warrant). PSNI and BHP will use all reasonable endeavours to support the Council when required subject to the availability of police resources.

Information Sharing ~~Protocol~~ Agreement

15. An Information Sharing Protocol (ISAP) shall be developed to assist the sharing of information for purposes of enforcement under the 2020 Regulations. Any ISAP will be subject to the agreement of both Parties.

Notification of ~~complaints reports~~

16. Any ~~complaints reports~~ which are received by a Party which appears to be the responsibility of the other Party to this MoU shall refer that complaint to that Party within 12 hours on a working day (Monday to Friday), or at the commencement of the next available working day where that is not feasible.

17. The Council will refer all complaints which appear to be the responsibility of PSNI or BHP to a Single Point of Contact through the online PSNI portal or by ringing 101 where they will be triaged and allocated to the relevant district for action as outlined in Appendix 1.

18. The PSNI and BHP will refer all complaints which appears to be the responsibility of the Council to the Council. The relevant contact officers are outlined in Appendix 1.

19. If a complaint relates ~~to~~ social distancing issues within premises which are permitted to be open, this is a health and safety issue which falls under the Health and Safety at Work (NI) Order 1978. This Order is enforced by both the Health and Safety Executive for Northern Ireland and the District Councils. If the premises relates to; construction, manufacturing, heavy industry, transport, government property, agriculture, educational, nursing homes and hospitals, the complaints should be referred to the Health and Safety Executive for NI, for investigation. Complaints relating to all other types of premises should be referred to the Council in which the premises are situated for investigation. See Appendix 1 for contact details.

20. To facilitate the monitoring of complaints incidents generally, the ~~Council and the PSNI~~ Parties will log all complaints and the number of ongoing and completed investigations or prosecutions.

Legal Status

21. While this MOU constitutes a statement of mutual intent between the Council ~~and PSNI~~ and BHP, it does not constitute a legally binding obligation. While each Party has specific responsibilities arising from this MOU, it creates no rights in favour of any Party.

Review Arrangements

22. This MOU will be reviewed each time the 2020 Regulations are reviewed, every 21 days from 18th April 2020. However, either Party may seek a review of this MOU by

request in writing to the other Parties. ~~Where a meeting is considered necessary, the hosting and location of such meeting shall be determined at the time by mutual agreement between the Parties. This will be referred to the Strategic Coordination Centre (SCC).~~

23. This MOU may also be revised by either Party by written communication between the Parties however, no revision shall take place without the agreement of the other Party. Written notification of any revision from one Party shall be considered by the other Parties within 1 month of notification. A determination of acceptance or rejection of such revisions by the other Parties shall be made and issued to the Parties within that 1-month period.

24. Where both Parties agree to any revision, whether by meeting or in writing, the Council shall be responsible for making such revisions and recirculating the revised MOU, or appending any revisions to the MOU, to the other Party.

Dispute Resolution

25. A dispute shall be deemed to have arisen when either Party notifies the other Party in writing to that effect.

26. The Parties shall use all reasonable efforts to resolve any dispute that may arise under this MOU through good faith negotiations. Each Party shall nominate a senior representative of its management to meet with the SCC at any mutually agreed location to resolve the dispute.

27. If a resolution cannot be reached the matter will be referred to SOLACE and ~~INSERT PSNI DETAILS PSNI Gold Commander.~~

Commented [NL2]: Do BHP require to identify a separate senior officer in this section?

Termination of Agreement

28. This MOU may be terminated by either Party, and such termination must be in writing to the other Party and give at least 1 month's notice of termination.

29. Such termination shall not detract from any statutory responsibility for enforcement of the 2020 Regulations by the Council or PSNI.

Confidentiality

30. Each Party shall observe confidentiality in relation to shared information which is not already in the public domain.

31. Each Party shall ensure that the information it supplies to the other Party is subject to appropriate safeguards in order to avoid prejudicing the interests of all parties. Both Parties accept that in certain circumstances a duty of confidence may arise and that shall respect legal requirements of confidentiality.

32. It is for the Party providing the information to state what, if any, restrictions there should be upon its use. Each recipient Party shall treat the information it receives in accordance with the restrictions which are specified as to its use.

33. Disclosure of information shall be subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, the Public Records Act and any other relevant legislation and each Party shall be responsible for compliance with its obligations therein.

34. Some information will be subject to statutory or other restrictions, such as the Data Protection Act 2018, The General Data Protection Regulations or the Official Secrets Act 1989, or protecting commercial or other interests, which may mean that there will be restrictions on the category of persons who may have access to the material. Such access shall be determined by the supplier of the information

Operational Arrangements

35. Operational arrangements will be kept under review ~~by the Council and PSNI~~, and may be subject to change. The ~~Council and PSNI~~ Parties will liaise with one another and provide mutual support as the need arises. Contact details are contained in Appendix 2.

Media Queries

36. Where either Party received a media query which relates to enforcement responsibilities of more than one Party any response must be agreed by both Parties to which the query relates prior to issue wherever possible.

Appendix 1

Contact Details for complaints referral to Councils

Council	Email address/telephone number
Belfast City Council	envhealth@belfastcity.gov.uk
Lisburn and Castlereagh District Council	ehhealth@lisburncastlereagh.gov.uk
Ards & North Down Borough Council	Covid19Enquiries@ardsandnorthdown.gov.uk 0300 013 3333
Mid & East Antrim Borough Council	mea.envhealth@midandeastantrim.gov.uk
Causeway Coast & Glens Borough Council	healthandsafety@causewaycoastandglens.gov.uk
Antrim & Newtownabbey Borough Council	envhealth@antrimandnewtownabbey.gov.uk 028 90340160
Armagh City, Banbridge and Craigavon Borough Council	ehhealth@armaghbanbridgecraigavon.gov.uk 0300 0300900
Newry, Mourne & Down District Council	ehhealth@nmandd.org 03301374024
Fermanagh and Omagh District Council	eh@fermanaghomagh.com
Derry City & Strabane District Council	healthandsafety@derrystrabane.com , 02871253253
Mid Ulster District Council	environmentalhealth@midulstercouncil.org 03000 132 132

Emails will only be responded to during office hours, Monday to Friday, 9am to 5pm.

Contact Details for complaints referral to PSNI

Central database details:

Contact Details for complaints referral Health and Safety Executive for NI

Email: mail@hse-ni.gov.uk or telephone: 0800 0320 121.

Appendix 2**Council Contact details for liaison/operational issues**

Council	Lead Officer details	Deputy Officer details
Belfast City Council	Mark McGovern 07713684708 mcgovernm@belfastcity.gov.uk	Carole Ann McCrory 07875015145 mccroryc@belfastcity.gov.uk
Lisburn and Castlereagh District Council	Richard Harvey 07739948570 richard.harvey@lisburncastlereagh.gov.uk	Gareth Lennox 07739948571 Gareth.lennox@lisburncastlereagh.gov.uk
Ards & North Down Borough Council	Marcus Potts marcus.potts@ardsandnorthdown.gov.uk 07734580480	Hazel McKee hazel.mckee@ardsandnorthdown.gov.uk 07464654233
Mid & East Antrim Borough Council	Elaine Thompson elaine.thompson@midandeantrim.gov.uk 02825633130	Elise Logan elise.logan@midandeantrim.gov.uk 02825633131
Causeway Coast & Glens Borough Council	Bryan Edgar Bryan.Edgear@causewaycoastandglens.gov.uk 07809552931	Sharon McClements, Sharon.McClements@causewaycoastandglens.gov.uk 07490565523 Amber Holmes Amber.Holmes@causewaycoastandglens.gov.uk 07711087772
Antrim & Newtownabbey Borough Council	Colin Kelly colin.kelly@antrimandnewtownabbey.gov.uk	Karen Allen karen.allen@antrimandnewtownabbey.gov.uk Julie Neill julie.neill@antrimandnewtownabbey.gov.uk
Armagh City, Banbridge and	Elizabeth Reaney elizabeth.reaney@armaghbanbridgecraigavon.gov.uk	. Peter Girvan peter.girvan@armaghbanbridgecraigavon.gov.uk

Craigavon Borough Council	0300 0300900 Mobile 07799471156	0300 0300900 2. Claire Dawson claire.dawson@armaghbanbridgecraigavon.gov.uk 0300 0300900
Newry, Mourne & Down District Council	Aoibheann McLernon aoibheann.mclernon@nmandd.org 0330 137 4000	Eoin Devlin Eoin.Devlin@nmandd.org 0330 137 4000
Fermanagh and Omagh District Council	Gerry Tierney gerry.tierney@fermanaghmagh.com	Aisling Shortt aisling.shortt@fermanaghmagh.com
Derry City & Strabane District Council	Barry Doherty barry.doherty@derrystrabane.com 07713068552	Paul Rafferty paul.rafferty@derrystrabane.com 07739882420
Mid Ulster District Council	Fiona McClements fiona.mcclements@midulstercouncil.org 07748148703	Melanie Patterson melanie.patterson@midulstercouncil.org 07766740916

Police

PSNI Contact details for liaison/operational issues

<u>Council area</u>	<u>PSNI Lead Officer details</u>	<u>PSNI Deputy Officer details</u>
<u>Belfast City Council</u>	<u>Inspector Gordon Wilkinson, Ext 21841, DDI 02890700841, Email Gordon.wilkinson@psni.pnn.police.uk</u>	<u>Inspector Paul Mahaffy, Ext 67197, DDI 02892589197, Email paul.mahaffy@psni.pnn.police.uk</u>
<u>Lisburn and Castlereagh</u>	<u>Sergeant Garry King, Ext 38029, Email Garry.King@psni.pnn.police.uk</u>	

<u>District Council</u>		
<u>Ards & North Down Borough Council</u>	<u>Sergeant Hugo Kelly, Ext 67310, DDI: 02891854310, Email hugo.kelly@psni.pnn.police.uk</u>	
<u>Mid & East Antrim Borough Council</u>	<u>Inspector Marc Riddell, Ext 86036, Email marc.riddell@psni.pnn.police.uk</u>	<u>Sergeant Stephen Rainey, Ext 63277, DDI 02825667277, Email Stephen.rainey@psni.pnn.police.uk</u>
<u>Causeway Coast & Glens Borough Council</u>	<u>Sergeant Darrell McIvor, Ext 85032, Email Darrell.mcivor@psni.pnn.police.uk</u>	
<u>Antrim & Newtownabbey Borough Council</u>	<u>Sergeant Stevie Moore, Ext 30327, DDI 02890259327, Email Stephen.moore3@psni.pnn.police.uk</u>	
<u>Armagh City, Banbridge and Craigavon Borough Council</u>	<u>Insp Duncan McBain, Ext 30855, DDI 02890259855, Email duncan.mcbain@psni.pnn.police.uk</u>	
<u>Newry, Mourne & Down District Council</u>	<u>Sergeant Ryan Duffy, Ext 35255, Email ryan.duffy@psni.pnn.police.uk</u>	
<u>Fermanagh and Omagh District Council</u>	<u>Inspector Rory Hoy, Ext 40597, DDI 02866321597, Email rory.hoy@psni.pnn.police.uk</u>	
<u>Derry City & Strabane District</u>	<u>Derry City: Inspector Michael O'Loan, Ext 83020, Email Michael.o'loan@psni.pnn.police.uk</u>	<u>Strabane: Inspector Ken McDermott, Ext 57224, Email ken.mcdermott@psni.pnn.police.uk</u>

<u>Council</u>		
<u>Mid Ulster District Council</u>	<u>Magherafelt: Inspector Andrew Archibald, Ext, 40470, DDI 02879399470, Email Andrew.archibald@psni.pnn.police.uk</u>	<u>Dungannon: Insp Daniel Walsh, Ext 52084, Email Daniel.walsh@psni.pnn.police.uk</u> <u>Dungannon: Insp Joanne Gibson, Ext 42543, DDI, 02887750543, Email Joanne.gibson@psni.pnn.police.uk</u>

PSNI Contact details for liaison/operational issues

<u>Council-area</u>	<u>PSNI Lead Officer details</u>	<u>PSNI Deputy Officer details</u>
Belfast City Council		
Lisburn and Castlereagh District Council		
Ards & North Down Borough Council		
Mid & East Antrim Borough Council		
Causeway Coast & Glens Borough Council		
Antrim & Newtownabbey Borough Council		
Armagh City, Banbridge and Craigavon Borough Council		
Newry, Mourne & Down District Council		
Fermanagh and Omagh District Council		
Derry City & Strabane District Council		

Mid Ulster District Council		
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Signed on behalf of

Council: _____

Name: _____

Grade: _____

Position: _____

Date: _____

Signed on behalf of

The Police Service of Northern Ireland _____

Name: _____

Rank: _____

Position: _____

Date: _____

Signed on behalf of

The Belfast Harbour Police _____

Name: _____

Rank: _____

Position: _____

Date: _____