



November 12th, 2021

**Notice Of Meeting**

You are requested to attend the meeting to be held on **Monday, 15th November 2021 at 6:00 pm** in **Mourne Room, Council Offices, Downshire Estate, Downpatrick** via MS Teams.

**Chairperson Councillor McKevitt**

**Vice Chairperson Councillor Casey**

Councillor Finnegan

Councillor Gallagher

Councillor Harte

Councillor Lewis

Councillor Malone

Councillor McEvoy

Councillor McMurray

Councillor O'Hare

Councillor Ó'Muirí

Councillor Sharvin

Councillor Tinnelly

Councillor Trainor


Councillor Walker

# Agenda

## 1.0 Introduction and Apologies

## 2.0 Declaration on Interest

## 3.0 Action Sheet arising from Active and Healthy Communities Committee Meeting held on 18 October 2021

 *Action Sheet 18 October 2021.pdf*

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### *Directors Papers*

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## 4.0 Mid-Year Business Plan Assessment 2021/22

 *Mid Year Assessment of Business Plans 2021-22.pdf*

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 *Appendix 1 - AHC Mid Year Assessment of Business Plan 2021-22 .pdf*

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### *Community Engagement*

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## 5.0 Peace IV Update

### *Instructions*

 *Peace Report AHC November 2021.pdf*

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 *Appendix 1 - PEACE IV Partnership Meeting minutes 09 Sept 2021.pdf*

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## 6.0 District Electoral Area (DEA) Forums Update Report

 *DEA Fora report AHC committee November 2021.pdf*

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 *Appendix 1- DEA Fora Update November 2021.pdf*

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 *Appendix 3 - DEA Report - Action Sheet Crotlieve DEA Private Forum Meeting October 2021.pdf*

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 *Appendix 2 - DEA Report - Slieve Gullion DEA 11 October Action Sheet.pdf*

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 *Appendix 4 - DEA Report - Downpatrick DEA Meeting October 21.pdf*

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 *Appendix 5 - DEA Report - Newry DEA Forum Action Sheet - 21 October 2021 (002).pdf*

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 *Appendix 6 - DEA Report - Rowallane Action Sheet October 21.pdf*

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## **7.0 Community Co-Ordination Hub – Update Report**

 *CCH Update Report for AHC November 2021.pdf*

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 *Appendix 1 - CCH Meeting minutes 27.10.21.pdf*

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## **8.0 COVID-19 Financial Inclusion Funding from Department for Communities (DfC)**

 *DfC Covid-19 Financial Inclusion Funding - Report for AHC Committee Meeting on 15.11.2021.pdf*

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## **9.0 Lease of commercial space at the McGrath Centre**

 *Lease of ground floor unit at the McGrath Centre.pdf*

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

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## **10.0 Request for Capital Budget Energy Management Programme**

 *Energy Management Programme.pdf*

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## **11.0 Request for Capital Budget Water Fountains - Single Use Plastics Programme**

 *Water Fountains.pdf*

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## **12.0 Request for Capital Budget Active Travel Programme**

 *Active Travel Capital.pdf*

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## **13.0 Service Level Agreement with Causeway Coast and Glens Borough Council in relation to Product Safety Funding**

 *Product Safety Funding Service Level Agreement with Causeway Coast and Glens Borough Council.pdf*

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 *Appendix 1 - Service Level Agreement with Causeway Coast and Glens Borough Council - Product Safety.pdf*

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

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## **14.0 2021 / 2022 DfC Areas at Risk Funding for Bessbrook and Crossmaglen – Additional Funding Secured**

 *Areas at Risk Funding 21 22 additional funding - 15 November 21.pdf*

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## 15.0 Financial Assistance

 *FA report November 2021.pdf*

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

## 16.0 Trojan Horse Update

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 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.

 *Trojan Horse Update.pdf*

*Not included*

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

## 17.0 Newcastle Centre Capital Project

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 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.

 *Newcastle Centre Capital Project.pdf*

*Not included*

 *Appendix 1 - Newcastle Centre Extension Demolition - Business Case.pdf*

*Not included*

## 18.0 Expression of Interest – Leasing Lismore Playing Fields Crossmaglen

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 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.

 *EOI Leasing Lismore Playing Fields Crossmaglen Nov 2021.pdf*

*Not included*

 *Appendix 1 - Lismore Park Play Fields Map Crossmaglen.pdf*

*Not included*

## 19.0 Leisure Reopening Plan

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 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.

 <i>COVID-19 Leisure Reopening Plan Nov 2021.pdf</i>	<i>Not included</i>
 <i>Appendix 1 - COVID-19 Restrictions and Guidance - Leisure reopening Report.pdf</i>	<i>Not included</i>







## 20.0 Newcastle Beach – Disabled Access

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.

 <i>Accessibility to Beaches in NMD area.pdf</i>	<i>Not included</i>
 <i>Appendix 1 - Proposed Feasibility Study .pdf</i>	<i>Not included</i>

## 21.0 Business Case for Coach/Minibus/Taxi Hire Framework




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.

 <i>Business Case - Coach Minibus Taxi.pdf</i>	<i>Not included</i>
 <i>Appendix 1 - Business Case - Transportation framework_.pdf</i>	<i>Not included</i>
 <i>Appendix 2 - Coach Minibus Taxi Hire Report Framework Guidance Volume 1.pdf</i>	<i>Not included</i>
 <i>Appendix 3 - Coach Minibus Taxi Hire Report - Framework Technical Specifications V2.pdf</i>	<i>Not included</i>
 <i>Appendix 4 - Coach Minibus Taxi Hire Report - Framework Resp Doc Volume 3 Part 1.pdf</i>	<i>Not included</i>
 <i>Appendix 5 - Coach Minibus Taxi Hire Report - Framework Resp Doc Volume 3 Part 2.pdf</i>	<i>Not included</i>

## 22.0 Business Case – Ballynahinch Community Centre

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.

 <i>Business Case - Reconfiguration of Ballynahinch CC.pdf</i>	<i>Not included</i>
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 <b>Appendix 1 - Ballynahinch CC Renovation Plans.pdf</b>	<b>Not included</b>
 <b>Appendix 2 - Survey Report.Ballynahinch Community Centre.25.10.21.pdf</b>	<b>Not included</b>
 <b>Appendix 3 - Full Business Case Ballynahinch CC 2021.pdf</b>	<b>Not included</b>

## **23.0 No 16 the Square, Rostrevor**

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.

 <b>16 The Square Update.pdf</b>	<b>Not included</b>
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## **24.0 Updated Report on Reopening of Community Facilities**

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.

Copy report to follow

# Invitees

Cllr Terry Andrews

Mr Alan Beggs

Mr Caolain Boyd

Cllr Patrick Brown

Cllr Robert Burgess

Cllr Pete 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

Cllr Oonagh Hanlon

Cllr Glyn Hanna

Cllr Valerie Harte

Mrs Janine Hillen

Cllr Roisin Howell

Miss Veronica Keegan

Mrs Sheila Kieran

Cllr Mickey Larkin

Cllr Alan Lewis

Mr Michael Lipsett

Cllr Oonagh Magennis

Mr Conor Mallon

Cllr Gavin Malone

Cllr Cathy Mason

Mr Johnny Mc Bride

Colette McAteer

Cllr Declan McAteer

Cllr Leeanne McEvoy

Cllr Harold McKee

Patricia McKeever

Cllr Karen McKevitt

Cllr Andrew McMurray

Cllr Roisin Mulgrew

Cllr Declan Murphy  
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Cllr Barra Ó Muirí  
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Linda O'Hare  
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Cllr Gerry 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 &amp; HEALTHY COMMUNITIES MEETINGS

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/120/2019	Application to DfC: New Model Farm Community Centre proposal, Downpatrick	It was agreed to accept the following recommendations: • 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. Working towards progression to full Planning Application stage  Project meetings ongoing.  J Hillen to bring update report to November 2021 meeting	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	Tender to be progressed, however, held until full re-opening of Leisure.	N
AHC/206/2019	Adoption of Suicide Down to Zero	It was agreed that: 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	E Devlin	Ongoing Virtual Suicide prevention awareness training to be offered to all members in Feb/March	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		created to examine ways of attaining the goal of zero suicides across the District.			
AHC/4/2020	Overflow Car Park at Donard Park	<p>It was agreed to proceed: with 'winter arrangements' for the unofficial overflow car park at Donard Park to remain in place until Easter 2020 as per historical arrangement.</p> <p>Winter arrangements – closed from the 1<sup>st</sup> November to Easter 2020 (10<sup>th</sup> April)</p> <p>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> <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.</p> <p>Following such approval, a detailed capital proposal will be brought back to Committee for further consideration.</p>	P Tamati	Planning application submitted Jan 2021, ongoing.	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	<p>Ongoing – Draft Licenses in place and applications to DfC CAT Scheme progressed for relevant groups</p> <p>Drumaness Snooker Club complete</p>	N
AHC/99/2020	Development of a walking/cycling strategy.	It was agreed to approve Council Officers examining the development of a Walking and Cycling Strategy for the District.	E Devlin	ongoing	N
AHC/163/2020	Public Health Agency – Leading the Way Programme Pilot	To approve the development of a Service Level Agreement with the Public Health Agency to deliver a pilot Active Travel programme based on the 'Leading The Way' programme.	E Devlin	Ongoing	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/014/2021	Disability Access onto Newcastle Beach	It was agreed officers explore options for accessibility onto Newcastle Beach. It was agreed to note that the disabled toilet facilities were currently not suitable to accommodate a large changing table and therefore would not be suitable for disabled beach access facilities similar to Cranfield. The Council was currently developing a Public Toilet Strategy to the NS Committee for consideration in the Spring.	M Lipsett	Report to AHC – Feb 2021  Ongoing	N
AHC/120/2021	Upgrade works to Ballynahinch Community Centre and Market House, Ballynahinch	It was agreed to accept the proposals for the Market House and begin reconfiguration works immediately (approx. cost £20,000) and accept option 2 as the preferred option for the upgrade to Ballynahinch Community Centre and develop subsequent business case (to include community consultation) for proposed scheme.	J Hillen	Building Control application submitted for The Market House and tender documents are being prepared. Ballynahinch CC – Business Case paper at November AHC	N
AHC/143/2021	Notice of Motion – Defibrillators	It was agreed to: <ul style="list-style-type: none"> <li>Undertake a programme of engagement with local sports clubs and community organisations across the District to establish the level of defibrillator provision within their various facilities;</li> <li>And develop a programme which is designed to increase the numbers of officers and volunteers within all sporting and community organisations who can perform the vital lifesaving skill of CPR;</li> </ul>	M Lipsett	Ongoing	N
		<ul style="list-style-type: none"> <li>Target all organisations across business, statutory, Community and Voluntary sectors who have an AED to register it on the National Defibrillator Network.</li> <li>A timeframe of six months be set in order to update Members on the progress of the engagement programme.</li> </ul>			

		<ul style="list-style-type: none"> <li>Council officers to liaise with the Heart Foundation regarding funding towards defibrillators with the potential of a grant stream being established for groups to access.</li> </ul>			
<b>AHC/144/2021</b>	Approval for Dorsey Community Association to erect a polytunnel on the grounds of the Community Centre.	It was agreed that Dorsey Community Association can proceed with the installation of their new polytunnel (subject to all statutory approvals being in place) and that the existing FMA be amended to include the polytunnel and associated works.	<b>J Hillen</b>	Complete	Y
<b>AHC/148/2021</b>	Service Level Agreement for use of Changing Rooms within Dan Rice Hall, Drumaness by Drumaness Cricket Club	It was agreed to proceed with approval to issue a Service Level Agreement (SLA) to Drumaness Cricket Club for the use of the changing rooms within Dan Rice Hall, Drumaness (as per charges outlined within outdoor leisure hire charges).	<b>J Hillen</b>	Ongoing - awaiting details of office bearers of Cricket Club to insert into SLA	N
<b>AHC/150/2021</b>	SLA with Southern Regional College and South Eastern Regional College	It was agreed to extend both SLA's to allow for the provision of recreational/accredited training programmes within Leisure Facilities and for the provision of outreach work via the DEA's, PCSP and Minority Support programmes. It was also agreed to adopt the Service Level Agreements and data sharing agreements as attached to the officer's report.	<b>J Hillen</b>	Complete	Y

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014					
Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/036/2020	Threeways Community Centre –	It was agreed to:	J Hillen	SLA and FMA have been merged	Y

	Refurbishment of Ropework Pitch	Incorporate the legacy Service Level Agreement into the current Facility Management Agreement for Threeways Community Association in line with other similar facilities. 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.		Due to Covid there has been limited bookings over the last 18 months Bookings will continue to be monitored and if future investment is require usage will form part of the Business Case	
AHC/168/2020	Warrenpoint Community Centre	Accept the business case for professional fees attached to the officer's report and proceed to develop the scheme to planning application stage.	J Hillen	Ongoing	N
AHC/016/2021	Shimna Integrated College, long term access agreement for Donard Park Sports Facilities	It was agreed to enter into a long-term access agreement with Shimna Integrated College in relation to Sports Facilities at Donard Park and a report brought back to Active & Healthy Communities Committee for approval once the detail of the access arrangement had been agreed with the school	P Tamati	Ongoing	N
AHC/017/2021	Sports Facilities Strategy, Sports Hubs	It was agreed on the proposal of Councillor Trainor, seconded by Councillor Casey, to appoint consultants to develop a sports development strategy for the Council and further develop and prioritise the establishment of Sports Hubs across the District including progressing these to detailed design and planning stage as appropriate.  It was also agreed the budget as outlined in the officer's report is added to Councils Capital programme as part of Councils Sports Facilities Strategy list of projects.	P Tamati	Ongoing - focus group planned for Monday 15 <sup>th</sup> November in Newry, Tuesday 16 <sup>th</sup> November in Downpatrick and Wednesday 17 <sup>th</sup> November in Kilkeel Leisure Centre	N
AHC/044/2021	Feasibility Study for Council Solar Farm	It was agreed to approve Officers procuring a feasibility study for development of solar farm pilot on identified council land.	E Devlin	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/087/2021	Feasibility Study for Battery Storage Pilot	It was agreed for Officers procuring a feasibility study to assess the suitability of Council community buildings with PV for battery storage pilot.	E Devlin	In progress	N
AHC/099/2021	Fairtrade Signage	It was agreed to approve Option 1 to implement Fairtrade District Statute signage, as per Fairtrade Organisation template, on all 21 Boundary signs across the District at a cost of £1,102.50 (excl. VAT).	E Devlin	Ongoing. Signage to be erected	N
AHC/135/2021	Leisure Advertising and Marketing Design Services	It was agreed to approve: The Business Case as per appendix 1 for Leisure and AHC directorate Marketing and Design Support services and approve the procurement via public tender for these services and supplies and that officers undertake the appropriate evaluation of the above public tender in line with procurement guidelines and appoint a preferred bidder and enter into a contract for up to 3 years to the value outlined in the business case as per appendix 1.	P Tamati	Complete	Y
AHC/166/2021	Approval for Surestart South Armagh to Rent Office Space for 1 Year at Bessbrook Community Centre	It was agreed on the proposal of Councillor Trainor, seconded by Councillor Walker to approve: Surestart South Armagh to rent office space for 1 year at Bessbrook Community Centre and to proceed with the lease agreement via Council's legal team.	J Hillen	Complete	Y
AHC/167/2021	Licence Agreement with Cosy Corner Playgroup at Crossmaglen Community Centre	It was agreed that Council submit an application to Department for Communities via the community asset transfer process to seek approval for the reduction in annual fees as detailed in the officer's report and to hold off charging an annual rate to Cosy Corner Playgroup, Crossmaglen until the next financial year.	J Hillen	Ongoing Application made to DfC	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/169/2021	Upgrade Works, McParland Park, Newry	It was agreed to: <ul style="list-style-type: none"> <li>• Upgrade works to a sum as set out in the officer's report, at McParland Park, Newry to address the health and safety issues outlined in the independent play audit for the park as per appendix 1 of the officer's report;</li> <li>• Agree the business case for the above works as per appendix 2 of the officer's report in line with Council's procurement policy.</li> </ul>	P Tamati	Ongoing - works have commenced and aim to be completed by December 2021.	Y
AHC/170/2021	Kilkeel Leisure Centre – Capital Build Project	It was agreed to: <ul style="list-style-type: none"> <li>• Carry out essential and enhancement works for Kilkeel Leisure Centre at a cost as outlined within the officer's report;</li> <li>• Approve the business case for the project as per appendix 1 of the officer's report</li> </ul>	M Lipsett P Tamati	Ongoing	N
AHC/171/2021	Business Case – Minor Works Scheme at Cloughreagh Community Centre	It was agreed to: <ul style="list-style-type: none"> <li>• Approve the business case as attached to the officer's report for the upgrade work at Cloughreagh Community Centre;</li> <li>• Approve to procure and appoint a consultant to complete a survey, including a bill of quantities;</li> <li>• Approve to appoint and procure a contractor to carry out the necessary works.</li> </ul>	J Hillen	Ongoing	N
AHC/172/2021	Leasing of Council Land and Facilities – Expressions of Interest	It was agreed to note the below Expressions of Interest received for the leasing of Council land and facilities have now successfully completed stage 2 of Council's Sport and Community Leasing Policy 2016 and a report will be tabled at Council's Strategy, Policy & Resources Committee recommending	P Tamati	Report to be tabled at SP&R on 16 <sup>th</sup> September 2021 Provisional Meeting re Derryleckagh Field/Land on site at Newry Rugby Club on 20 October 2021 - on going	N

		<p>approval to lease the below lands and facilities, as per stage 3 of the policy:</p> <ul style="list-style-type: none"> <li>• Moorehill Quarry – adjacent to Newry Recycling Centre, Newry;</li> <li>• Derryleckagh Field/Land – adjacent to Derryleckagh Playing Fields, Newry;</li> <li>• Generator House – adjacent to the Yacht Club, Newcastle;</li> <li>• Burren Village Green Field/Land – adjacent to play park and community centre, Burren;</li> <li>• Drumaness Cricket Pitch – adjacent to Dan Rice Memorial Hall, Drumaness;</li> <li>• Drumaness Soccer Pitch – adjacent to Dan Rice Memorial Hall, Drumaness.</li> </ul>			
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ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014					
<b>AHC/181/2021</b>	Active and Healthy Communities Scheme of Delegation	It was agreed to note the report and attachments.  Mr Lipsett agreed following the proposal of Councillor Casey, seconded by Councillor McKeivitt to look into the potential to replace rough playing surface at McParland Park.	<b>M Lipsett</b>  <b>M Lipsett</b>	<b>Actioned</b>	<b>Y</b>
<b>AHC/182/2021</b>	Saintfield Community Centre and Windmill Field	It was agreed to support their application to the Heritage Lottery Scheme and for the project generally and that the Council refer the group to the Council's Financial Assistance Programme..	<b>M Lipsett</b>	<b>Actioned</b>	<b>Y</b>
<b>AHC/183/2021</b>	Marine Litter Capital Grant Scheme	It was agreed that Council apply to the Marine Litter Capital Grant Programme for the programmes as detailed within the report.	<b>E Devlin</b> <b>S McEldowney</b>	<b>Noted</b>	<b>Y</b>
<b>AHC/184/2021</b>	Leisure Covid19 Reopening Plan	It was agreed to approve the recommendations of the report and all Indoor Leisure Facilities to reopen as per the COVID-19 Leisure reopening Plan as outlined in appendix 1.  Councillor Trainor referred to the Ballymote Centre being used for Lateral Flow Testing and whether a marquee facility within the grounds could be used to allow more capacity within the building. Mr Lipsett confirmed he would revert the point made to Mrs D Carville, Director of Corporate Services who was working with the South Eastern Trust and Public Health Agency on the matter.	<b>P Tamati</b>  <b>M Lipsett</b>	<b>Complete</b>  <b>Department of Health have requested that the testing facility in Ballymote remains in place as is for future COVID/flu vaccinations and potentially blood donations.</b>	<b>Y</b>  <b>Y</b>
<b>AHC/185/2021</b>	No 16, the Square Rostrevor	It was agreed to note the report and approve an additional £75,400 to be added to the Capital Programme to deliver the project.	<b>J Hillen</b>	<b>Noted</b>	<b>Y</b>

## ACTIONS ARISING FROM ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING – 18 OCTOBER 2021

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/188/2021	Chairperson's Remarks	The Chairperson requested letters of congratulations be sent to Downpatrick RGU who beat Kilcoo GAC in the Ladies Intermediate A Championship final and to Burren GAA who beat Teconnaught GAC in the Ladies Intermediate B Championship final at the weekend.	D Services		
AHC/190/2021	Action sheet of the Active & Healthy Communities Committee Meeting held on Monday 20 September 2021	<p><b>Action was noted.</b></p> <p><i>AHC/176/2021: Notice of Motion, Wheelchair Beach Access</i></p> <p>Mr Lipsett advised discussions were ongoing with Outdoor Recreation NI in relation to the possibility of an audit of beaches in line with disablement guidance with the May Murray Foundation and others, and that he hoped to be in the position to provide a report at the Committee Meeting in November.</p> <p><i>AHC/120/2019: New Model Farm Community Centre Proposal, Downpatrick</i></p> <p>Mrs Hillen confirmed the planning application had not yet been submitted and officers were in discussions with funders and local groups about the proposals and an update report would be provided at the next Committee Meeting.</p>	<p>M Lipsett</p> <p>J Hillen</p>		

<b>AHC/191/2021</b>	Notice of Motion relating to Rights of Nature	It was agreed to approve the following: 1. Councillor Gibbons be invited to table the motion at the next meeting of the Sustainability and Climate Change Forum in December 2021. 2. The Sustainability and Climate Change Forum consider the actions and propose an action plan. 3. That the 'Rights of Nature' be reflected in the ongoing development of the Climate Change Adaptation Plan.	<b>E Devlin</b>	To be tabled at SCCF in December 2021	<b>N</b>
<b>AHC/192/2021</b>	Financial Assistance	It was agreed to approve the recommendations as outlined in Section 1.1. and to note the issues in Section 2.1 of the officer's report and undertake the recommendations associated with each.	<b>J Hillen</b>	Call 1 preparations are underway in line with in line with themes and issues agreed	
<b>AHC/193/2021</b>	District Electoral Area (DEA) Forums Update Report	It was agreed to note the report and approve the actions in the action sheets attached to the officer's report  In response to Councillor McEvoy who enquired about the completion of works and outstanding equipment for the Ballymartin Play Park, Mr Tamati confirmed he would Report back directly.	<b>J Hillen</b>  <b>P Tamati</b>	All DEA Action Sheets being actioned accordingly  Complete	<b>Y</b>  <b>Y</b>
<b>AHC/194/2021</b>	Women's Aid Armagh Down	It was agreed to endorse the Women's Aid Armagh Down ELEOS Project and confirm same in writing for the purposes of funding applications.	<b>J Hillen</b>	Actioned	<b>Y</b>
<b>AHC/195/2021</b>	Community Coordination Hub	It was agreed to note the report and agree to approve the actions in the Action Sheet attached for the Community Coordination Hub (CCH) Meeting held on Wednesday 29 September 2021.	<b>J Hillen</b>		

<b>AHC/196/2021</b>	Recruitment of Independent Members to District Electoral Area (DEA) Forums	<p>It was agreed to note the report and approve the following recommendations:</p> <ul style="list-style-type: none"> <li>Recommendation 1 - The Strategic Stakeholder Forum (SSF) provide a Reference Group from amongst the SSF members to advise on applications for Independent Membership of the DEA Forums as per the amended District Electoral Area (DEA) Fora Revised Terms of Reference &amp; Operating Protocol in Appendix 1 (amendment shown in red at the bottom of page 2).</li> <li>Recommendation 2 With the agreement of SEUPB, the proposed PEACE IV funded Training Programme for DEA Forum Members be amended to provide a Capacity Building Programme for potential DEA Forum Independent Member Applicants for the 2022-2026 term as set out in Appendix 2.</li> </ul>	<b>J Hillen</b>	<b>Being progressed</b>	<b>Y</b>
<b>AHC/197/2021</b>	Letter of support for a Regional Home Fire Safety Facility	It was agreed to send letter of support to Causeway Coast and Glens Borough Council regarding a Regional Home Fire Safety Facility.	<b>E Devlin</b>	<b>Letter sent</b>	<b>Y</b>
<b>AHC/198/2021</b>	Consultation on the Food Standards Agency's (FSA) proposal to allow Flour Millers to place unfortified flour on the Northern Ireland Market.	It was agreed to return the consultation response attached to the officer's report.	<b>E Devlin</b>	<b>Response returned</b>	<b>Y</b>

<b>AHC/199/2021</b>	Sustainability and Climate Change Forum – Action Sheet dated 19 September 2021	It was agreed to approve the actions in Sustainability and Climate Change Forum the attached Action Sheet.	<b>E Devlin</b>	<b>Actioned</b>	<b>Y</b>
<b>AHC/200/2021</b>	Newry Mourne and Down Active Travel Masterplan	It was agreed to approve the adoption of the Newry, Mourne and Down Active Travel Masterplan.	<b>E Devlin</b>	<b>Actions to progress</b>	<b>Y</b>
<b>AHC/201/2021</b>	Nuclear Free Local Authorities' Membership Fee 2021/22.	It was agreed to approve paying the annual subscription for membership of the NFLA to the value of £1283.00.	<b>E Devlin</b>	<b>Actioned</b>	<b>Y</b>
<b>AHC/202/2021</b>	Seaflag Funding Application	It was agreed to proceed with the application to SeaFlag Marine and Coastal Plastic Anti-Litter ('MACPAL') Programme and to provide the match funding should the application be approved.	<b>E Devlin</b>	<b>Application submitted</b>	<b>Y</b>
<b>AHC/203/2021</b>	Consultation on the Draft Third Cycle River Basin Management Plan 2021-27	<p>It was agreed to approve the Consultation response as attached to the officer's report. The response would be returned by the required date (10th October) on the proviso that it was subject to Council Approval.</p> <p>In response to concerns raised by Councillor McMurray regarding blue green algae on Castlewellan and Camlough Lakes and from Councillor Casey regarding Newry Canal, Mr Devlin agreed to incorporate that to the consultation response.</p>	<b>E Devlin</b>	<b>Response returned</b>	<b>Y</b>

<b>AHC/204/2021</b>	Cancer Strategy for Northern Ireland 2021-31.	It was agreed to approve the submission of the completed consultation questionnaire as attached to the officer's report.	<b>E Devlin</b>	<b>Response submitted</b>	<b>Y</b>
<b>AHC/205/2021</b>	Leisure Public Holiday Arrangements 2021/22.	It was agreed to approve the leisure public holiday arrangements for 2021/2022 period as per appendix 1 of the officer's report.	<b>P Tamati</b>	<b>Approved</b>	<b>Y</b>
<b>AHC/206/2021</b>	Community Planning Review	It was agreed that a third party be employed to facilitate workshops engaging the key stakeholders identified in section 2.2 and 2.3 of the officer's report, and to produce a draft review of the community plan.	<b>M Lipsett</b>	<b>Ongoing</b>	<b>N</b>
<b>AHC/207/2021</b>	Request to Councillor Brown from the Mid Down Integrated College Steering Group to present to Council.	It was agreed to hold an information/education workshop to receive deputation from the Mid Down Integrated College Steering Group and invite other sectors of education along with two Councillors from each Political Party to attend also.	<b>M Lipsett</b>	<b>Ongoing</b>	<b>N</b>
<b>AHC/208/2021</b>	Minutes from the Policing and Community Safety Partnership	It was agreed to note the report and the Minutes of the Policing Committee & PCSP Meeting held on Tuesday 20 July 2021, approved at the Policing Committee & PCSP Meeting on Thursday 30 September 2021.	<b>J Hillen</b>	<b>Noted</b>	<b>Y</b>
<b>AHC/209/2021</b>	Downpatrick Neighbourhood Renewal Partnership.	It was agreed to note the report and action Sheet of Downpatrick NRP Meeting held on Tuesday 11 May 2021, approved at Downpatrick NRP Meeting held on Tuesday 14 September 2021.	<b>J Hillen</b>	<b>Noted</b>	<b>Y</b>

AHC/210/2021	Newry Neighbourhood Renewal Partnership	It was agreed to note the report and the Minutes of Newry NRP Meeting held on Wednesday 30 June 2021, approved at Newry NRP Meeting held on Wednesday 29 September 2021.	J Hillen	Noted	Y
<b><u>ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014</u></b>					
AHC/211/2021	Leasing of land at Darragh Cross GAC and Teconnaught GAC, Council Play Strategy	It was agreed subject to all statutory approvals being in place, to enter into a 25-year lease with Darragh Cross GAC and Teconnaught GAC as outlined in appendix 1 and 2 of the officer's report to facilitate the establishment of play parks in these areas as per Councils play strategy.	P Tamati	On going	N
END					

<b>Report to:</b>	Active and Healthy Communities
<b>Date of Meeting:</b>	15 November 2021
<b>Subject:</b>	Mid-Year Assessments of AHC Business Plan 2021-22
<b>Reporting Officer (Including Job Title):</b>	Michael Lipsett, Director of Active and Healthy Communities
<b>Contact Officer (Including Job Title):</b>	Eoin Devlin, Assistant Director of Health and Wellbeing Janine Hillen, Assistant Director of Community Engagement Paul Tamati, Assistant Director of Leisure and Sports

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

<b>For decision</b>	<b>X</b>	<b>For noting only</b>	
<b>1.0</b>			<b>Purpose and Background</b>
1.1			Directorate Business Plans provide an overview of planned activity for the year ahead, and contribute to the delivery of the Community Plan, Corporate Plan and other key plans and strategies. They form an essential part of the Council's Business Planning and Performance Management Framework, which demonstrates how corporate objectives are cascaded across the organisation and provides assurance that they are being delivered.
<b>2.0</b>			<b>Key issues</b>
2.1			In order to improve transparency and accountability, and facilitate a performance led approach to business planning, each Directorate has undertaken an assessment of their Business Plan 2021-22, to provide an overview of progress between April-September 2021. This exercise forms an important part of the Council's statutory responsibility to strengthen the way performance is monitored, reviewed and reported across the organisation.
2.2			The Mid Year Assessment for Active and Healthy Communities as outlined in Appendix 1.
<b>3.0</b>			<b>Recommendations</b>
3.1			To consider and agree the: <ul style="list-style-type: none"> <li>Mid-Year Assessment of Active and Healthy Communities Directorate Business Plan 2021-22</li> </ul>
<b>4.0</b>			<b>Resource implications</b>
4.1			There are no financial resource implications within this report.
<b>5.0</b>			<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1			<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>

5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i> Consultation not required.</p>
6.0	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input checked="" type="checkbox"/></p>
7.0	<b>Appendices</b>
	<ul style="list-style-type: none"> <li><b>Appendix 1</b> – Mid Year Assessment of the AHC Directorate Business Plan 2021-22</li> </ul>
8.0	<b>Background Documents</b>
	Active and Healthy Communities Directorate Business Plan 2021-22

# Active and Healthy Communities Directorate

## Mid-Year Assessment Business Plan 2021-22

## Introduction

This report provides an overview of progress in delivering the Active and Healthy Communities Directorate Business Plan 2021-22 between April-September 2021, across the following service areas:

- Leisure and Recreation
- Parks and Open Spaces
- Sports Development
- Environmental Health
- Sustainability
- Health Improvement
- Engagement and Community Development
- Strategic Programmes
- Community Services, Facilities and Events




The delivery of the Active and Healthy Communities Directorate Business Plan 2021-22 supports the achievement of the following corporate objectives, and performance has been tracked using the legend below.

**Continue to improve the health and wellbeing of everyone in the district and reduce health inequalities**

**Enable and support people engage in inclusive and diverse activites in their communities**



**Enhance, protect and promote our environment**



## Legend




Status	
	Target or objective achieved / on track to be achieved
	Target or objective partially achieved / likely to be achieved / subject to delay
	Target or objective not achieved / unlikely to be achieved



## Directorate objectives, supporting actions and measures of success


Key Directorate Objectives / Actions
<b>Leisure and Sport</b> <ul style="list-style-type: none"> <li>Promote increased levels of activity and develop targeted programmes to support improved health and wellbeing outcomes</li> <li>Effectively manage and sustain leisure facilities in line with COVID-19 restrictions and public health guidelines</li> </ul>
<b>Community Engagement</b> <ul style="list-style-type: none"> <li>Create a strong base to engage, empower and build the capacity of local communities, ensuring their views inform the work of the Council and its partners</li> </ul>
<b>Health and Wellbeing</b> <ul style="list-style-type: none"> <li>Promote sustainability both within the organization and externally, support improved Health and Wellbeing outcomes and ensure Councils obligations in relation to their statutory functions are fulfilled</li> </ul>




Leisure and Sport			
OBJECTIVE	ALIGNMENT WITH CORPORATE PLAN		
Promote increased levels of activity and develop targeted programmes to support improved health and wellbeing outcomes	Continue to improve the health and wellbeing of everyone in the district and reduce health inequalities		
Supporting actions	Timescale	Status	Progress
Progress and implement the review of Leisure Services	Q1 – Q4		Union Consultation Process Agreed.  Pitch Attendant Review Complete.  Swimming Teacher Reviews Commenced.  Newcastle Centre and Kilkeel Leisure Centre Review Commenced.
Progress the leisure projects agreed within the Capital Programme	Q1 – Q4		14 New Build projects all progressing subject to planning, funding approvals and resolution of supply chain issues.  10 Shovel ready projects





			<p>all progressing subject to planning approvals.</p> <p>11 Feasibility Projects progressing as planned.</p>
Develop and deliver a range of programmes to encourage participation in physical activity and improve health outcomes for all	Q1 – Q4		<p>PARS – 25 engaged. Transforming Your Health Programme - 54 engaged. Macmillan - 80 referrals engaged. Summer Activity Programme – 753 participants. Resignations and recruitment challenges have limited PARS and Transforming Your Health delivery.</p>
Identify and progress potential Community Trails across the seven District Electoral Areas	Q1 – Q4		<p>SLA with ORNI Complete <b>Delivery:</b> Funding and planning applications have been submitted for:</p> <ol style="list-style-type: none"> <li>1. Glendesha Forest – Phase 1</li> <li>2. Lough Park and Windmill Hill</li> <li>3. Glasswater Wood</li> <li>4. Tievenadarragh Forest Car Par</li> <li>5. Drumkeeragh Forest Car Park</li> </ol> <p><b>Shovel Ready:</b> Concept design proposal being progressed</p> <ol style="list-style-type: none"> <li>1. Glendhu</li> <li>2. Glendesha Forest – Phase 2</li> </ol> <p><b>Feasibility and Scoping:</b> Engagement with all statutory consultees has progressed.</p> <ol style="list-style-type: none"> <li>1. Bright GAC</li> <li>2. Teconnaught GAC</li> <li>3. Tipperary Wood</li> <li>4. Inch Abbey.</li> </ol>




Progress the development of the Playing Fields/Open Spaces Strategy and Sports Development/Multi Sports Hubs Strategy	Q1, Q2 & Q3		<p>Playing Fields and Multi Sports Hub Strategy tender complete, consultants appointed, surveys and focus group meetings planned for November 2021.</p> <p>Sports development and Open Spaces Strategy tender to be commissioned January/February 2022.</p>
Review and evaluate the implementation of the Play Strategy	Q4		<p>During Q1/Q2 2021-22, the Council opened two new play parks at Martins Lane (Newry) and Mourne Esplanade (Kilkeel). Building the new play parks at Downs Road (Newcastle) and Mullagh Close (Ballymartin) has been temporarily suspended due to the implications of Brexit on accessing materials. However, the Council is on track to complete the upgrade and new build of the 3 remaining play parks by March 2022.</p>
<b>OBJECTIVE</b> <b>Effectively manage and sustain leisure facilities in line with COVID-19 restrictions and public health guidelines</b>	ALIGNMENT WITH CORPORATE PLAN		
	Continue to improve the health and wellbeing of everyone in the district and reduce health inequalities		
<b>Supporting actions</b>	<b>Timescale</b>	<b>Status</b>	<b>Progress</b>
Carry out a COVID-19 specific Customer Satisfaction Survey and use the findings to identify and inform service improvements	Q1 / Q2		<p>COVID-19 Leisure Survey Complete: 78% of participants were likely to return to our leisure centres post lockdown. (42% most likely to come back to swim, 34% to use gyms and 19% for classes)</p>









Continue to ensure all leisure facilities are safe, clean, hygienic and well maintained	Q1 – Q4		<p>Council considered and agreed a Leisure reopening in September 2021 which ensure the following protocols remain in place and under review for all indoor leisure facilities:</p> <ol style="list-style-type: none"> <li>1. Track and Trace Protocols</li> <li>2. Social Distancing at 2 meters</li> <li>3. One-way systems</li> <li>4. Sanitisation Points</li> <li>5. Online and Advance Booking</li> <li>6. 6 Controlled Sessions</li> <li>7. Activity Capacity Caps</li> <li>8. Requests for COVID-19 Risk Assessments from Block Bookers</li> <li>9. Enhanced cleaning regimes.</li> </ol>
Ensure membership options provide value for money, aligned to the availability of activities and capacity of facilities	Q1 – Q4		Membership discounts reviewed and applied as activities on a monthly basis

Community Engagement			
<b>OBJECTIVE</b> <b>Create a strong base to engage, empower and build the capacity of local communities, ensuring their views inform the work of the Council and its partners</b>	ALIGNMENT WITH CORPORATE PLAN		
	Enable and support people engage in inclusive and diverse activities in their communities		
Supporting actions	Timescale	Status	Progress
Further develop levels of engagement and participation through existing structures (eg DEAs, NHR, PCSP, PEACE IV) following review of Covid 'lessons learned'	Q1-Q4		Meetings of DEA Forums, Neighbourhood Renewal Partnerships and PCSP and Policing Committee were held monthly/bi-monthly/quarterly as required with good levels of engagement and participation as evidenced under this




			report's 'Measures of Success' section.
Comply with statutory responsibilities in relation to Community Engagement service provision (including PCSP, Peace IV & DEAs)	Q1-Q4		<p>PCSP, GR, NRP and DEA action plans were delivered as agreed (subject to any restrictions arising from COVID-19) and in implemented in keeping with statutory responsibilities.</p> <p>Peace IV action plan was implemented in compliance of ongoing COVID restrictions.</p>
Develop and implement the District wide Good Relations Programme, PCSP Action Plan, NHR Action Plan (Downpatrick & Newry) and PEACE IV Local Action Plan	Q1-Q4		<p>Action Plans developed and implemented for PCSP, GR, and Downpatrick and Newry NRPs with funding secured from NIPB/DoJ Joint Committee, TEO and DfC respectively for delivery of the plans. The emergence of COVID-19 impacted on the delivery of some aspects of the plans.</p> <p>Peace IV action plan has been implemented mainly on a virtual basis and in line with PHA guidelines. All implementation has been agreed with SEUPB.</p>
Develop and deliver the 7 DEA Fora Action Plans and strengthen the alignment with the outcomes within the Community Plan	Q1-Q4		<p>7 DEA Action Plans developed in line with the NM&amp;D Community Plan and two DEA Coordinators were allocated to each Community Plan Thematic Working to provide input from the DEA Fora. The action plans were delivered as agreed by each DEA Forum, subject to any restrictions arising from</p>

			COVID-19.
Work with internal and external to deliver a minimum of 2 Financial Assistance Calls per annum, and roll out external training sessions	Q1/Q2/Q3		Three calls for financial assistance were rolled out alongside training sessions which were openly advertised across the District.
Positively engage minority groups through an outreach service provision (Downpatrick & Newry)	Q1-Q4		Support services delivered across the District whereby services took place virtually via WhatsApp and then face to face via appointment.
Continue to logistically support local community run events and festivals	Q1-Q4		Resumption of restricted service for local groups running events.
Engage and undertake community consultation to inform the development of the: <ul style="list-style-type: none"> <li>- Peace Plus Plan</li> <li>- Community Facilities Strategy</li> </ul>	Q3		Peace Plus Cllr Workshop organized and follow up event planned. Procurement underway for CFS







Health and Wellbeing			
<b>OBJECTIVE</b> <b>Promote sustainability both within the organization and externally, support improved Health and Wellbeing outcomes and ensure Councils obligations in relation to their statutory functions are fulfilled</b>	ALIGNMENT WITH CORPORATE PLAN		
	Continue to improve the health and wellbeing of everyone in the district and reduce health inequalities		
Supporting actions	Timescale	Status	Progress
Carry out statutory functions in relation to Food Safety, Health and Safety at Work, Public Health and Housing, Environmental Protection and Consumer Protection	Q1-4		
Facilitate Biannual formal engagement between Council, the local Health Trusts and NIAS	May and August		Meetings scheduled and complete
Work in partnership with PHA to tackle Health inequalities through agreed action plan	Q1-4		
Continue to support and	2 meetings		




develop the Age Friendly Strategic Alliance with Statutory and Community Voluntary sector partners	per annum		
Support 2 no. Home to Hospital Volunteer Driver Schemes to help rural access to Health services in The Mournes and Slieve Gullion DEAs	Q1-4		
Administer Financial Call in relation to Suicide Prevention and Emotional Wellbeing	Quarter 1		complete
Develop a range of services to promote employee Health and Wellbeing	Ongoing		
<b>OBJECTIVE</b> <b>Promote sustainability both within the organization and externally, support improved Health and Wellbeing outcomes and ensure Councils obligations in relation to their statutory functions are fulfilled</b>	ALIGNMENT WITH CORPORATE PLAN		
	Enhance, protect and promote our environment		
<b>Supporting actions</b>	<b>Timescale</b>	<b>Status</b>	<b>Progress</b>
Facilitate quarterly meetings of the Sustainability and Climate Change Forum and develop proposed actions	Ongoing 4 meetings per annum		
Investigate and implement battery storage on a trial site with Photovoltaic Panels with a view to roll out to other sites.	Quarter1/2		Delay due to issues in recruitment of Energy Management Officer
Deliver funding programmes for Biodiversity Enhancement and Community Growing Projects across the District	Quarter 1/2		Delivered
Develop an Active Travel Masterplan for the District	Quarter 2		To be approved by Council in October 21
Facilitate Climate Change Adaptation Group to develop local adaptation plan	Quarter 3		




Measures of Success – Leisure and Sport			
Measure of Success	2021-22		Status
	Target	YTD Actual	
			Explanatory note


Number of attendances at all indoor leisure facilities, including Newry and Downpatrick Leisure Centres	No target set	149,969		As lockdown restrictions continue to ease, the number of attendances at Council leisure facilities has increased, reaching a high of 119,351 attendances during Q2 2021-22. This represents a 274% increase when compared to the 31,922 attendances recorded in Q2 2020-21. However, when compared to the 520,977 attendances recorded in Q2 2019-20, this represents 23% of the pre-pandemic level of attendance. During Q1/Q2 2021-22, Down Leisure Centre recorded the highest number of attendances (69,031), followed by Newry Leisure Centre (58,300).
Number of participants engaged in physical activity programmes and health and wellbeing initiatives	Physical Activity Referral Programme - 224 Transforming Your Health Programme - 300 McMillian Move More Programme – 150 Summer Activity Programme - 1000	PARS - 25  Transforming Your Health Programme - 154  Macmillan - 80 referrals engaged  Summer Activity Programme – 753		Due to staff resignations and subsequent recruitment challenges for PARS and Transforming your health programmes have impacted delivery Q1 & Q2. Subject to successful recruitment engagements will increase in Q3 – Q4.  COVID-19 and close contact protocols impacted Summer Activity Programme delivery and led to some closures of service.
Number of recorded visits at community trails	No target set	102,177 visits		During Q1/Q2 2021-22, 102,177 visits were recorded at 8 community trails. Bunkers Hill recorded the most visits (21,715) and April/May

				2021 were the busiest months.
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Measures of Success – Community Engagement				
Measure of Success	2021-22		Status	Explanatory note
	Target	YTD actual		
Number of events delivered	No target set	80		During Q1/Q2 2021-22, the Council's Community Services and Engagement structures organised or supported 417 events, meetings or programmes which recorded approximately 15,408 attendances. This included 80 events (3,164 attendances) which focused on crime prevention, neighbourhood watch, trailer marking and men's health. A further 72 events were supported, (4,292 attendances) which included the provision of equipment for sporting events, festivals, fun days and COVID-19 vaccination centres. 78 capacity building programmes were also delivered, (4,690 attendances) which focused on music therapy for children and the elderly, family sign language, mental health and preparing community centres to re-open within COVID-19 restrictions. In addition, 66 programmes were delivered, (1,975 attendances), which focused on sports diversionary activities, mindfulness, water safety and kids fitness. 128 meetings were also organised (1,279 attendances), included DEA Forum meetings, PEACE IV Partnership meetings and PCSP meetings.
Number of events supported	No target set	72		
Number of capacity building programmes delivered	No target set	78		
Number of programmes delivered	No target set	66		
Number of meetings, including public meetings organised	No target set	129		
The effectiveness of Council run community engagement structures in facilitating stakeholder participation	No target set	54% of 208 spaces occupied by representatives from the community		

		and voluntary sector		are taken by Elected Members, 35 (17%) by statutory sector partners and 113 (54%) by representatives from the voluntary, business and community sectors.
Maintain the number of Neighbourhood Watch Schemes	No target set			Schemes continue to operate despite covid restrictions in place.
Number and percentage of financial assistance projects funded	74%	Applications		Overall, the Council received 529 applications to the 2021-22 Financial Assistance Scheme. 364 (68.8%) applications were successful with 67 failing stage 1 and 98 failing stage 2 of the process. All successful applications were awarded funding and the Council did not use the score and rank process.
		529		
		Success rate		
		68.8%		
Number of contacts recorded through the Ethnic Minority Support Centre	No target set			Ongoing and online visits to Minority Support Centre. Outreach service provided through appointments based scheme

Measures of Success – Health and Wellbeing				
Measure of Success	2021-22		Status	Explanatory note
	Target	YTD Actual		
Percentage of service requests responded to within 3 days	85%	84%		Issues with staffing due to illness and demands at the port
Percentage of general planning applications processed within 15 working days of receipt by Environmental Health	80%	86%		
Net cost of the 5 core services per head of population (excluding CEC*)	No target set	-	-	Monitored and reported on an annual basis through APSE Performance Networks.
Percentage of premises within the scope of the Food	No target set	99%		

Hygiene Scheme that meet the standard of 'broadly compliant'				
Number of proactive/planned Health and Safety inspections as a percentage of total premises within jurisdiction	No target set	6%		Risk based approach means that only small proportion require inspection. H&S workload concentrating on Covid restrictions to this time

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	15 November 2021
<b>Subject:</b>	<b>Peace IV Local Action Plan</b>
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director: Community Engagement
<b>Contact Officer (Including Job Title):</b>	Sonya Burns, Head of Programmes Justyna McCabe, Programme Coordinator

<table border="1"><tr><td>For decision</td><td>x</td><td>For noting only</td><td></td></tr></table>		For decision	x	For noting only	
For decision	x	For noting only			
<b>1.0</b>	<b>Purpose and Background</b>				
1.1	<p>The Peace IV Partnership met on 4 November 2021 via Zoom and recommendations arising from this meeting require AHC Committee approval.</p> <p>A new Chair (Cllr Terry Andrews) and Vice Chair (Martina Byrne – Social Partner) were elected at the meeting.</p> <p>The purpose of the report is to note the update on the PEACE PLUS Programme and to consider and agree to recommendations of the PEACE IV Partnership contained in 3.1.</p>				
<b>2.0</b>	<b>Key issues</b>				
2.1	<p><b>PEACE PLUS</b></p> <p>The PEACE PLUS Programme has now been approved by the Irish Government, the Northern Ireland Executive, and the North South Ministerial Council.</p> <p>Blu Zebra, Venture International and Locus Management (the Consortium) have conducted a comprehensive consultation process with councils in recent months and have prepared a report to SEUPB outlining some recommendations in relation to the next phase of support and guidance on the development of Action Plans. The recommendations include preparing and sharing more detailed guidance on the structures to support and facilitate the development of co-designed Local Community PEACE PLUS Action Plans.</p> <p>The production of the feasibility report will mark the end of the first stage of the PEACE PLUS Local Area Action Planning process. Stage 2 will involve the development of Local PEACE PLUS Partnerships, and finally Stage 3 will be the development of Co-Designed Community Action Plans.</p> <p>The SEUPB is working on the necessary structures and administrative architecture with a plan to implement the Programme early in 2022, following the approval by the European Commission which is the final step in the process.</p>				

2.2	<p><b>BUILDING POSITIVE RELATIONS</b></p> <ul style="list-style-type: none"> <li>SEUPB have approved the delivery of a Newcomer Programme that will include orientation workshops (providing newly-arrived migrants/refugees with a sound knowledge of their new country and empower participants with 'survival' communication skills in English) and mental health workshops.</li> </ul> <p><b>SHARED SPACES AND SERVICES</b></p> <ul style="list-style-type: none"> <li>Tom Dunn project: The revised proposal was submitted to SEUPB who responded that they would not be able to support the proposal, the most notable amendment being the change to the statue which now would be in the region of £45-50K. Officers presented the options to the group and they agreed to proceed tentatively with the option SEUPB had agreed.</li> </ul>
2.3	<p>It is recommended that the Committee agree to the recommendations of the PEACE IV Partnership as set out below:</p> <ul style="list-style-type: none"> <li>To procure and appoint suitable providers for the Newcomer Programme. Estimated costs: £43,725.</li> <li>Tom Dunn project: delegated authority requested to progress the project. Estimated costs: £77,000</li> </ul>
3.0	<p><b>Recommendations</b></p>
3.1	<p>That the Committee agree to the recommendations of the PEACE IV Partnership as set out in section 2.3 of this report</p>
4.0	<p><b>Resource implications</b></p>
4.1	<p>No cost to Council. Project 85% funded by the EU and 15% by the two Governments.</p>
5.0	<p><b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b></p>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>

5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p>
	<p>Partnership Minutes September 2021</p>
8.0	<p><b>Background Documents</b></p>
	<p>None</p>

## **PEACE IV Partnership Meeting**

### **Zoom**

**Thursday 09 September 2021**

#### **Present:**

Martina Byrne, Social Partner (Chairperson)  
 Cllr David Taylor  
 Cllr Mickey Ruane  
 Seamus Camplisson, Social Partner  
 Breige Jennings, Social Partner  
 Sean O'Baoill, Social Partner  
 Tatiana Seed, Social Partner  
 Ruth Allen, SHSCT

#### **Officers Present:**

Justyna McCabe, NMDDC  
 Theresa McLaverty, NMDDC  
 Elaine Carr, NMDDC  
 Sonya Burns, NMDDC

#### **In attendance:**

Julie-Anne Harte, NMDDC

#### **Apologies noted from:**

Cllr Terry Andrews (Vice Chair)  
 Paul Yam, Social Partner  
 Helen Honeyman, Social Partner  
 Judith Poucher, Social Partner  
 Martin Carroll, Social Partner

### **1. Welcome and apologies**

Martina Byrne, Social Partner chaired the meeting and welcomed everyone. Newly appointed Social Partner, Tatiana Seed was welcomed and gave a brief introduction on her background.  
 Apologies noted.

### **2. Conflict of interest**

Declared by Breige Jennings; County Down Rural Community Network (CDRCN) delivering on Health & Safety Programme and Men's Shed.

### **3. Minutes from previous meeting 01 July 2021**

No matters arising.

Proposed: Martina Byrne

Seconded: To be seconded at following meeting as no other attendee from previous meeting was available.

### **4. Management Report**

- Justyna McCabe presented the Management Report.

Now we have a full complement of Social Partners the Partnership Agreement has been updated and it is in line with new extension until September 2022 and the new Letter of Offer.

A meeting for the PEACE Plus Consultation took place last week and feedback is summarised in the Management Report distributed to members.

It was established there is a need for a co-designed, flexible approach within NMDDC. An independent Consultant has been appointed to help with the development and delivery of the plan.

## 5. Partner Delivery Reports

- Elaine Carr presented Children and Young People report.

The Youth Engagement programme Cross Border Arts project has been successfully delivered in full by Maywe.

The Freeplay programme delivered by Playboard NI project has been granted an extension until September 2022 and plans to commence at Easter next year.

The Shared History & Culture programme, following delays due to Covid, the Hands on History Scheme from 2019 has now been successfully completed by MayWe. The summer scheme due to run in 2020 is hoped to be delivered next summer and plans to go to tender soon for completion in 2022.

The Youth Led Citizen programme has been successfully delivered by Copius.

Youth Action are successfully delivering the Young Men's Legacy online. Members questioned if the project had any participants from Downpatrick as it seemed to be mostly Newry. Members were advised the project tried to reach out to Downpatrick but had limited success due to Covid restrictions at the time.

**Action: Elaine to follow up and report back at next meeting.**

- Elaine Carr presented Shared Spaces and Services report.

Ex-military site progress in Bessbrook; work is in progress with estates and will be submitted to CPD for approval. There is ongoing discussion between NMDDC and Dept of Infrastructure on the costs regarding the remaining blast wall at the Forkhill site.

The Drive-In Cinema events have been delivered across the DEA areas. Up to 500 participants took part in the cross-community engagement programme, there is some final information to be submitted but overall it was a successful project.

Delivery of the Post Grad in Public Administration is ongoing, and the next module is due to commence in October.

The Diversity & Good Relations project successfully delivered the first session at the end of July with more planned for October.

Justyna provided an update on the Tom Dunn Project advising the Partnership the Tom Dunn committee group has changed, and a revised proposal was submitted today. Justyna provided a brief history on the project design to date and the £77k budget approval including additional funding agreed by SEUPB based on the original proposal. The initial proposal provided education, a walking trail and an art piece. The main change to the proposal has moved focus from an art piece costing approx. £18k to a life sized, bronze statue costing approx. £45-50k which in turn reduces other elements – no new seating area for shared educational space and a reduced walking trail. The revised proposal may not meet criteria of shared space/ethos of PEACE however Justyna confirmed NMDDC is committed to facilitate the request and forward the proposal to SEUPB. It was advised if the statue is approved there is still a process to follow, new design, costing, CPD involvement etc and it is not clear if this all feasible within the time frame for delivery.

Concerns were raised re the late changes, time scales and the loss of all the effort over the years. Partnership members expressed disappointment in the reduction of the walking trail as it would benefit the community more and were concerned the money may be lost from the area. Members also questioned could the statue not be facilitated by different funding or any additional funding available later. The rationale behind the changes was questioned by members who were advised the Tom Dunn group state that the project will still provide an Interactive

Shared Educational Space with a life-size statue placed between the two existing granite seats, a reduced walking trail and education booklet.

Proposed to submit new proposal to SEUPB:

Proposed: Cllr Mickey Ruane

Seconded: Seamus Camplisson

**Action: Justyna to submit to SEUPB and update once a decision is made.**

BMX track costs have been approved by SEUPB and CPD. It is estimated the total cost will be £365k but this leaves a shortfall as funding is £318k and there is potential for costs to escalate. CPD proposed the option to SEUPB which are listed in the report that the remaining estimated costs would be covered by Council and approval sought for same. Partnership members questioned if any available underspend from other Capital projects could be reallocated and how up to date costs were; advised underspend could not be confirmed and costs were recent estimates, but actual costs could not be confirmed until they had moved to the procurement stages.

Approval sought to proceed with budget and request Council make up the shortfall:

Proposed: Breige Jennings

Seconded: Cllr Mickey Ruane

Further approval sought to commence procurement for the Derrymore project which has been approved by SEUPB:

Proposed: Cllr Mickey Ruane

Seconded: Breige Jennings

- Theresa McLaverty presented the Building Positive Relations report.

42 Risk Assessments have been approved for projects to proceed face to face.

Animation projects are back up and running across the DEA areas. An invitation has been sent to members for an event in Annalong this coming Saturday by the Annalong Community Empowerment project.

There have been significant challenges with recruitment for the DEA Fora. The supplier has worked tirelessly but Covid has affected the project and made it difficult to recruit DEA Fora members. The project has been redesigned to focus on training new members for potential new DEA's which will take place after local government elections next year. The new programme will be going out community wide soon and will offer OCN accreditation to be a member of the DEA Fora for NMDDC.

The Irish Language & Ulster Scots programme had the first event last night, the invitation was sent to all members. It was the first event of seven and more invitations will follow.

CDRCN are recruiting for training and capacity building in response to Covid 19/Risk Assessments/Health & Safety. The recruitment drive is ongoing and if anyone requires any further information they can contact the PEACE team or Breige Jennings.

The Cross Community and Intercultural festivals are being delivered by ArtsEkta with an event in Slieve Gullion last week – all details were sent to members – and four more events are running in September in Newry, Rowallane, Downpatrick and the Mournes. The events were very popular and attendee numbers had to be increased from 50 - 130 due to demand (following a risk assessment). Members were advised anyone who would like to attend but can't access online tickets to contact the PEACE team for assistance.

Theresa shared a video of the event in Slieve Gullion with the group.

- Justyna McCabe presented the PCSP report.

CYP project is nearly complete with the final evaluation currently taking place. The event was successful and met the required targets.

Due to Covid delays and restrictions, PCSP have asked to change the Reimaging Project slightly and focus on community engagement. It would be working with groups and have no capital element but a community element. They are working with groups to plan and gather ideas.

Members noted it was disappointing the capital element didn't go ahead but thanked staff for their work and were happy to see the funding remain in the community with the hopes previous plans could go ahead in the future.

## **6. AOB**

A new Chair and Vice Chair to be elected at the next meeting and will be in position until September 2022.

Social Partners will hold a separate meeting beforehand to elect a Vice Chair and will update at the meeting on 04 November 2021.

## **7. Date of next meeting**

4 November 2021, Downpatrick or online

13 January 2022, 6pm, Newry or online

03 March 2022, 6pm, Downpatrick or online

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	15 November 2021
<b>Subject:</b>	District Electoral Area (DEA) Forums Update Report
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Damien Brannigan, Head of Engagement

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

<b>For decision</b>	<input checked="" type="checkbox"/>	<b>For noting only</b>	<input type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p><b>Purpose</b></p> <ul style="list-style-type: none"> <li>To note the report.</li> <li>To consider and agree to approve the actions in the Action Sheets attached from the DEA Forum Private Meetings listed in 3.1 below.</li> </ul> <p><b>Background</b></p> <p>The information in Appendix 1 attached is provided to update the Committee on recent DEA activity and on activity planned to be undertaken by the DEAs (subject to COVID-19 restrictions, guidelines and requirements).</p>
<b>2.0</b>	<b>Key issues</b>
2.1	Any activity undertaken by the DEAs must be compliant with COVID-19 restrictions, guidelines and requirements.
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>That the Committee: -</p> <ul style="list-style-type: none"> <li>Note the report.</li> <li>Agree to approve the actions in the Action Sheet attached for: <ul style="list-style-type: none"> <li>➤ Slieve Gullion DEA Forum Private Meeting held on Monday 11 October 2021.</li> <li>➤ Crotlieve DEA Forum Private Meeting held on Tuesday 12 October 2021.</li> <li>➤ Downpatrick DEA Forum Private Meeting held on Tuesday 12 October 2021.</li> <li>➤ Newry DEA Forum Private Meeting held on Thursday 21 October 2021.</li> <li>➤ Rowallane DEA Forum Private Meeting held on Thursday 28 October 2021.</li> </ul> </li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	Support and assistance from partners to deliver actions in the DEA action plans.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>

5.1	<p><b>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b>Proposal initiating consultation</b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input checked="" type="checkbox"/></p>
7.0	<p><b>Appendices</b></p>
7.1	<ul style="list-style-type: none"> <li>➤ Appendix 1: Update on the ongoing work of the DEAs.</li> <li>➤ Appendix 2: Action Sheet of Slieve Gullion DEA Forum Private Meeting, 11 October 2021</li> <li>➤ Appendix 3: Action Sheet of Crotlieve DEA Forum Private Meeting, 12 October 2021.</li> <li>➤ Appendix 4: Action sheet of Downpatrick DEA Forum Private Meeting, 12 October 2021</li> <li>➤ Appendix 5: Action Sheet of Newry DEA Forum Private Meeting, 21 October 2021.</li> </ul>

	➤ Appendix 6: Action Sheet of Rowallane DEA Forum Private Meeting, 28 October 2021
8.0	<b>Background Documents</b>
8.1	None.

## **Appendix 1**

The following information is provided to update the Committee on recent DEA activity and on activity planned to be undertaken by the DEAs (subject to COVID-19 restrictions).

### **All People in Newry, Mourne and Down Enjoy Good Health and Wellbeing**

As part of World Mental Health Day on Sunday 10<sup>th</sup> October 2021, Rowallane DEA in partnership with CDRCN held a very successful Walk for Hope with over 180 participants in Montalto Estate, Ballynahinch, on Saturday 9<sup>th</sup> October 2021. Each participant received a pack of useful information on local contacts for support and help with mental health issues.

Slieve Gullion DEA will be delivering an active mental health and well-being programme for young people aged 14-17 in Culloville through the Respect Project. The programme will run for 6 weeks and will help young people build their mental and physical health and resilience.

Crotlieve DEA has teamed up with the Council's Health Inequalities team to deliver Cancer Focus Bus health checks to men in the Hilltown area.

### **All People in Newry, Mourne and Down Live in Respectful, Safe and Vibrant Communities**

#### ***Level of Civic Participation and Good Relations:***

The 7 DEAs are rolling out a four-week Photography Programme in each of their areas. The first sessions are being rolled out in the Downpatrick and Crotlieve DEAs during October/November 2021. The programme is aimed at bringing people together from different cultural backgrounds in a shared safe environment that will not only improve the mental health and well-being of individuals, reduce social and rural isolation, but also create an environment of understanding and acceptance.

Slieve Gullion DEA will be delivering a series of 3 interactive workshops exploring Christmas traditions from around the world.

Crotlieve DEA will be delivering a 4-week cultural diversity programme to young children in the Mayobridge area.

#### ***Level of Personal Safety and Crime:***

In order to remind young people of the importance of keeping safe whilst having fun during the Halloween period, the NIFRS, Downpatrick Neighbourhood Policing Team and the Downpatrick DEA visited the primary 4-7 pupils in St Colmcille's Primary School, Downpatrick. Students also participated in a poster competition which highlighted the safety information that they had been educated on in the classroom. Four lucky winners were chosen and received a prize, and every participating student received a free hi-viz vest.

In response to rising ASB incidents in Castlewellan, Slieve Croob DEA in partnership with CDRCN has allocated support to roll out an intervention programme during the Halloween period and in November. It is hoped that this initiative will help divert the young people from ASB and engage them in positive activities.

Slieve Gullion DEA will be linking in with the EA and local clubs in Jonesborough and Drumintee to deliver a 4-week diversionary activity programme for ages 11-14.

Slieve Gullion DEA is continuing to link with local groups to support anti-drug awareness via guest speakers and events. Additional workshops to take place in November.

## Newry, Mourne and Down District Council

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### Action Sheet of Crotlieve District Electoral Area (DEA) Forum Private Meeting held on Tuesday 12<sup>th</sup> October 2021 at 1.00 pm via Microsoft Teams

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<b>Chairperson:</b>	<b>Councillor Gerry O'Hare</b>
<b>In Attendance:</b>	<b>None</b>
<b>Independent Members:</b>	<b>Clare Shields – County Down Rural Community Network Thelma Thompson- Altnaveigh House Tania Baille – Confederation of Community Groups</b>
<b>Statutory Partners:</b>	<b>Deirdre Magill- Southern Health and Social Care Trust Carie Crawford – Education Authority</b>
<b>Council Officials:</b>	<b>Shirley Keenan – Crotlieve DEA Co-ordinator Damien Brannigan - Head of Engagement Aisling Rennick – Engagement &amp; Development Manager Claire Loughran – Safer Communities &amp; Good Relations Officer Shannon Creaney- PCSP Student</b>
<b>Apologies:</b>	<b>Councillor Jarlath Tinnelly Councillor Karen McKevitt Councillor Mark Gibbons Councillor Gerry O'Hare Councillor Michael Ruane Eileen Murphy - Wellbeing Action Partnership</b>

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
DEA/C/61/2021	Declaration of Interest.	There were no declarations of interest declared.	COMPLETED.
DEA/C/62/2021	Matters arising from Action Sheet from meeting held August 2021.	Action sheet confirmed as a true and accurate record.	COMPLETED.
DEA/C/63/2021	DEA Co-ordinator's Report/ Spend and Action Plan.	Planned Projects agreed by Forum Members along with associated budget. Projects include Good Relations Projects.	DEA Co-ordinator to continue with delivery and implementation.

DEA/C/64/2021	Update from SHSCT.	Update provided by Ms D Magill SHSCT.	COMPLETED.
DEA/C/65/2021	Update from CDRCN.	Update provided by Ms C Shields CDRCN.	COMPLETED.
DEA/C/66/2021	Update from PCSP & Good Relations.	Update provided by Ms C Loughran.	COMPLETED.
DEA/C/67/2021	Update from Education Authority.	Update provided by Ms C Crawford EA.	COMPLETED.
DEA/C/68/2021	Kodak Corner Kilbroney Park.	Discussion around improvement of signage and need for this to be a dual walk/bike trail.	DEA Co-ordinator to contact ERT Department with Forum concerns.

DEA/C/32/2021	Warrenpoint Town FC.	Request from Warrenpoint Town Football Club via Cllr Mark Gibbons for Council to erect lighting inside Council property boundary.	DEA Co-ordinator to refer matter to relevant Council department. COMPLETED. ITEM TO REMAIN ON AGENDA.
DEA/C/07/2020	Update on Toilets in Warrenpoint Park.	DEA Co-ordinator to obtain update.	Matter ongoing, update provided today from relevant Council officer via DEA Co-ordinator.
DEA/C/09/2020	Update on Warrenpoint Baths.	Item to remain on agenda.	Councillors were recently updated by ERT Department and will continue to be updated.
DEA/C/69/2021	Date of next meeting.	The next meeting date: 30 <sup>th</sup> November 6.00 pm.	DEA Co-ordinator to forward papers and Teams Link.

The meeting ended at: 2.00pm

**Newry, Mourne and Down District Council**

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**Action Sheet of Slieve Gullion District Electoral Area (DEA) Forum Private Meeting  
held on Monday 11<sup>th</sup> October 2021 at 4.30pm via Teams**

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<b>Chairperson:</b>	<b>Councillor A Finnegan</b>
<b>In Attendance:</b>	<b>Councillor M Larkin Councillor P Byrne Councillor Barra O'Muiri Councillor David Taylor</b>
<b>Independent Members:</b>	<b>Teresa Nugent, Rural Health Partnership</b>
<b>Statutory Partners:</b>	<b>Jennifer Spiers, Education Authority</b>
<b>Council Officials:</b>	<b>Taucher McDonald, DEA Coordinator Slieve Gullion Aisling Rennick, Engagement &amp; Development Manager Shannon Creaney, PCSP Student</b>
<b>Others in Attendance:</b>	<b>Laurence Bradley, Confederation of Community Groups</b>
<b>Apologies:</b>	<b>Councillor O Magennis</b>

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
<b>DEA/SG/16/2021</b>	Declaration of Interest	No Declarations of Interest were made.	Noted.
<b>DEA/SG/17/2021</b>	Matters arising from Action Sheet from meeting held on 3 <sup>rd</sup> August 2021 via Teams	Proposed by Cllr Finnegan and Seconded by Cllr Larkin.	Noted.
<b>DEA/SG/18/2021</b>	Update from PCSP	Introduction of Shannon Creaney PCSP Student.	Noted.
<b>DEA/SG/19/2021</b>	Rural Health Partnership	Teresa Nugent updated the Forum on the work of the Rural Health Partnership including the Big Lottery funded programme for Settled Irish Travellers, farm families and young families and the partnership's	Noted.

		involvement with the social prescribing model.	
<b>DEA/SG/20/2021</b>	Halloween Diversionary Activities	<p>DEA Forum to meet with Community Association to discuss activities and events in Crossmaglen.</p> <p>Councillor Finnegan to agree meeting date with the community association.</p>	DEA Coordinator to organise meeting following agreement of date.
<b>DEA/SG/21/2021</b>	Dorsey Speed Ramps/Signage	<p>DEA Forum to meet with community association to identify specific traffic and speed issues.</p> <p>Councillor Finnegan to agree meeting date with the community association.</p>	DEA Coordinator to organize meeting following agreement of date.
<b>DEA/SG/22/2021</b>	EA Youth Worker Contact	DEA Coordinator to forward contact details of EA Youth Worker.	Noted.
<b>DEA/SG/23/2021</b>	Support for Drumintee & Jonesborough youth	DEA Coordinator to liaise with youth clubs and provide supports to help address anti-social behaviour in the areas.	DEA Coordinator to organize.

<b>DEA/SG/24/2021</b>	Intergenerational Programme	DEA Forum to deliver Intergenerational Programme after Christmas.	DEA Forum.
<b>DEA/SG/25/2021</b>	Community Centre Running Cost	DEA Coordinator to invite Community Services Manager to the Forum meeting to discuss issue around running cost for community centres.	DEA Coordinator to organize.
<b>DEA/SG/26/2021</b>	Date of next meeting	Meeting Dates for 2022 to be discussed at 13 <sup>th</sup> December meeting.	DEA Forum.

The meeting ended at: 4.58pm.

**Next meeting scheduled for Tuesday 13<sup>th</sup> December 2021 at 4.30pm on Teams.**

## Newry, Mourne and Down District Council

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### Action Sheet of Downpatrick District Electoral Area (DEA) Forum Private Meeting held on Tuesday 12<sup>th</sup> October 2021 at 6.00 pm via Microsoft Teams

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<b>Chairperson:</b>	<b>Councillor Gareth Sharvin</b>
<b>In Attendance:</b>	<b>Councillor Dermot Curran Councillor Cadogan Enright Councillor Oonagh Hanlon</b>
<b>Independent Members:</b>	<b>Maurice Denvir, East Lecale Communities Lisa Perry, Downpatrick Neighbourhood Renewal</b>
<b>Statutory Partners:</b>	<b>None</b>
<b>Council Officials:</b>	<b>Katrina Hynds, Downpatrick DEA Co-Ordinator Aisling Rennick, Engagement &amp; Development Manager Damien Brannigan, Head of Engagement Judith Thompson, PCSP Officer</b>
<b>Others in Attendance:</b>	<b>Tatiana Seed, SERC</b>
<b>Apologies:</b>	<b>Dan McEvoy, Downpatrick Community Collective Jenny Laverty, Housing Community Network Daniella McCarry, CDRCN Councillor John Trainor</b>

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
DEA/DPK/21/01	Apologies	Received from John Trainor, Dan McEvoy, Daniella McCarry & Jenny Lavery.	Noted.
DEA/DPK/21/02	Declaration of Interest	No Declarations of Interest were made.	Noted.
DEA/DPK/21/03	Actions of Meeting held on 14 <sup>th</sup> August 2021	<p>Read: Action Sheet from Meeting held on 14<sup>th</sup> August 2021.</p> <p>Amendment to Item No 5 – PCSP Update: Officer advised that item should read “An offer had been given to Downpatrick Community Collective to meet with the wardens. To date no response had been received to the invitation.”</p> <p>It was agreed on the proposal of Councillor Curran, seconded by Councillor Sharvin that the Action Sheet be adopted.</p>	Noted.

DEA/DPK/21/04	Receive Representative from SERC re Driving to Success Initiative	The representative gave members an update of the work being undertaken through the Driving to Success Programme in SERC, Downpatrick. This is a funded programme provided by the Department for Communities under the Downpatrick Neighbourhood Renewal Programme.	Noted.
DEA/DPK/21/05	Update from PCSP Officer	<p>The PCSP Officer gave an update to members.</p> <p>Members requested that the Safer Communities &amp; Good Relations Manager attend the next meeting with an update on the Community Safety Wardens.</p> <p>In relation to speeding in Ardglass, request to be made to the PSNI to organise additional speed control checks in the Village.</p>	<p>DEA Coordinator to send invitation to Safer Communities &amp; Good Relations Manager.</p> <p>DEA Co-Ordinator to contact Downpatrick Neighbourhood Policing Team.</p>

DEA/DPK/21/07	Update on Church Street Revitalisation Scheme	Work is ongoing and expressions of interest have been received.	Council's Project Development Manager to bring update report back to future meeting.
DEA/DPK/21/07	Report on DEA/Good Relations Initiatives	The Downpatrick DEA Co-Ordinator presented her report outlining initiatives, etc being rolled out in the area.	Noted.
	Council Policy on Overnight Stay for Camper Vans	DEA Co-Ordinator to contact relevant Council officer regarding Council's policy which prohibits the overnight stay of camper vans in all Council owned car parks as members expressed concern regarding implications for some areas which rely on tourism income. Members requested that Council limit the policy to car parks where difficulties have been experienced.	DEA Co-Ordinator to contact relevant Council officer.
DEA/DPK/21/10	Date of Next Meeting	Next Meeting in scheduled to take place at 10.00 am on Tuesday 14 <sup>th</sup> December 2021.	Noted.

The meeting ended at: 7.10 pm

## Newry, Mourne and Down District Council

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### Action Sheet of Newry District Electoral Area (DEA) Forum Private Meeting held on Thursday 21<sup>st</sup> October 2021 at 1.00pm via Microsoft Teams

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<b>Chairperson:</b>	<b>Councillor Charlie Casey</b>
<b>In Attendance:</b>	<b>Councillor Roisin Mulgrew Councillor Valerie Harte Councillor Gavin Malone</b>
<b>Independent Members:</b>	<b>Raymond Jackson, CCG Noreen Rice, NR Partnership Eamonn Connolly, BID Jessica Kane, Newry Chamber of Commerce</b>
<b>Statutory Partners:</b>	<b>Ryan Duffy, PSNI Warren Roberts, PSNI Andrew Borland, Roads Service Representative</b>
<b>Council Officials:</b>	<b>Kerri Morrow, Newry DEA Coordinator Paul Tamati, Assistant Director Leisure &amp; Sport Aisling Rennick, Engagement &amp; Development Manager</b>
<b>Others in Attendance:</b>	<b>None</b>
<b>Apologies:</b>	<b>Councillor Gary Stokes Councillor Michael Savage Brian Lockhart, Orange Order Sophia Ervine, NIHE Colin Hanna, NMEA Martina Flynn, Safer Communities &amp; Good Relations Manager Niamh McNamee, EA Youth Service</b>

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
DEA/N/2021/1	Declaration of Interest.	There were no declarations of interest declared.	COMPLETED.
DEA/N/2021/2	Matters arising from Action Sheet from meeting held 19 <sup>th</sup> August 2021.	Action sheet confirmed as a true and accurate record.	COMPLETED.
DEA/N/2021/3	Flood Alleviation Scheme Cecil Street, Newry	Recommendation that details of the scheme including traffic management and street closure plan be circulated to DEA Forum and local community representatives for information.	DEA Coordinator to circulate information.
DEA/N/2021/4	Shop Local Voucher Scheme	Recommendation to liaise with Newry BID to arrange promotional activity in relation to the scheme.	DEA Coordinator to progress.
DEA/N/2021/5	Community/Voluntary Sector Support	Recommendation that representatives from Community Voluntary Sector organisations in Newry be invited to DEA Forum Meetings to discuss current initiatives and support that can be given.	DEA Coordinator to progress.
DEA/N/2021/6	Skateboard area, Hill Street, Newry	Recommendation to contact relevant agency/department to ask them to reconsider the new adaptations to street furniture that restrict use for local skateboarders.	DEA Coordinator to progress.

The meeting ended at: 2.00pm

**Newry, Mourne and Down District Council**

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**Action Sheet of Rowallane District Electoral Area (DEA) Forum Private Meeting via Microsoft Teams  
held on Thursday 28<sup>th</sup> October 2021 at 10.00 a.m.**

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<b>Chairperson:</b>	<b>Councillor Terry Andrews</b>
<b>In Attendance:</b>	<b>Councillor Patrick Brown Councillor Robert Burgess</b>
<b>Independent Members:</b>	<b>Brian Gamble, SDA</b>
<b>Statutory Partners:</b>	<b>Inspector Darren Hardy, PSNI Sergeant Kim Dunn, PSNI</b>
<b>Council Officials:</b>	<b>Aisling Rennick, Engagement &amp; Development Manager Ellen Brennan, DEA Co-Ordinator</b>
<b>Others in Attendance:</b>	<b>None</b>
<b>Apologies:</b>	<b>Councillor Kathryn Owen Councillor William Walker Lawrence Murphy, SANDSA Lise Curran, CDRCN Richard Orme, Ballynahinch Community Collective Roisin Erskine, Health and Wellbeing</b>

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
DEA/ROW/10/2/2021	Chairperson's Remarks	<p>The Chairperson on behalf of the Forum sent best wishes for a speedy recovery to Councillor Walker who is currently hospitalised.</p> <p>The Chairperson congratulated Saintfield who were placed 3<sup>rd</sup> in the Ulster In Bloom competition.</p>	<p>DEA Coordinator to send Get Well Soon card to Councillor Walker on behalf of the Forum.</p> <p>Noted.</p>
DEA/ROW/10/3/2021	Declarations of Interest	No declarations of interest were made.	Noted.
DEA/ROW/10/4/2021	Propose and Second Action Sheet of meeting held on 3 <sup>rd</sup> August 2021	On the proposal of Councillor Brown, seconded by Councillor Burgess the action sheet of 3 <sup>rd</sup> August 2021 was approved as a true record.	Noted.
DEA/ROW/10/5/2021	Welcome PSNI Inspector Darren Hardy and Sergeant Kim Dunn to address ASB issues in Rowallane	<p>Inspector Hardy outlined current position regarding levels of ASB in Killyleagh, Crossgar and to a lesser extent Saintfield.</p> <p>He urged anyone witnessing such behaviour to call 101 to report it, in order that the statistics could be recorded. He further advised that the PSNI worked with a range of agencies to</p>	Noted.

	<div>divert young people from embarking on a life of crime.</div> <div>In response to an enquiry regarding prosecution levels of offenders involved in ASB the officers advised it could be difficult to obtain the necessary evidence to meet prosecution thresholds.</div> <div>Sgt. Dunn advised that Bethany Parkinson from Education Authority was now running youth clubs in Killyleagh, Crossgar and Ballynahinch which should help divert young people from ASB.</div> <div>She further advised that the unmarked speed camera van had been in Ballynahinch, Saintfield and Crossgar and had captured a number of speeding offences.</div> <div>In addition, officers had recently made arrests in relation to vehicle offences in the Ballynahinch/Saintfield area.</div> <div>The PSNI agreed to make patrols aware of the use of air guns to damage signage in the Saintfield area.</div>	<div>PSNI to advise patrols in the area to be on the look out for air gun damage to signage in the Saintfield area.</div>
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DEA/ROW/10/6/2021	Date of next meeting	It was <b>AGREED</b> that the next meeting would be held on Friday 10 <sup>th</sup> December. Venue to be subject to Council policy applying at the time of meeting.	Noted.
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The meeting ended at 10.40 a.m.

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	15 November 2021
<b>Subject:</b>	Community Coordination Hub (CCH) Update Report
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Janine Hillen, Assistant Director Community Engagement

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

<b>For decision</b>	<b>x</b>	<b>For noting only</b>	
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p><b>Purpose</b></p> <ul style="list-style-type: none"> <li>To note the report.</li> <li>To consider and agree to approve the actions in the Action Sheet of the Community Coordination Hub (CCH) Meeting held on Wednesday 27 October 2021.</li> </ul> <p><b>Background</b></p> <p>The information in Appendix 1 attached is provided to update the Committee on recent CCH activity and on activity planned to be undertaken by the CCH and its member organisations.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	To coordinate actions to mitigate the impact of Covid-19 on individuals and groups in the community.
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>That the Committee: -</p> <ul style="list-style-type: none"> <li>Note the report.</li> <li>Agree to approve the actions in the Action Sheet attached for: <ul style="list-style-type: none"> <li>➤ Community Coordination Hub (CCH) Meeting held on Wednesday 27 October 2021.</li> </ul> </li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	Support and assistance from partners to deliver actions in the CCH action sheet.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>

5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<b>Appendices</b>
7.1	Appendix 1: Action sheet of the CCH Meeting held on Wednesday 27 October 2021.
8.0	<b>Background Documents</b>
8.1	None.

# NEWRY, MOURNE & DOWN DISTRICT COUNCIL

## Minutes of Community Coordination Hub Meeting Wednesday 27 October 2021 @ 2:30pm

### In Attendance:

**Chair:** Michael Lipsett (Active & Healthy Communities)

Sonya Burns (Programmes Unit)  
 Aisling Rennick (DEAs/NRAs)  
 Alan Beggs (GIS Mapping)  
 Lauren McMenamy (Community Planning)  
 Julie McCann (Community Services)  
 Nicholas McCrickard (County Down Rural Community Network & Strategic Stakeholder Forum)  
 Raymond Jackson (Confederation of Community Groups & Strategic Stakeholder Forum)  
 Rosemarie McDonnell (Community Advice NM&D & Strategic Stakeholder Forum)  
 Ruth Allen (SHSCT)  
 Gerard Rocks (SHSCT)  
 Jason White (SEHSCT)  
 Julie-Anne Harte (Programmes Unit)

### Apologies:

Janine Hillen (Community Engagement)  
 Damian Brannigan (DEA)  
 Sarah McClory (Programmes Unit)

Item	Issue Raised	Agreed:	Referred to	Action taken
2.	Actions from last meeting	<ul style="list-style-type: none"> <li>DFC – Nominations to be confirmed at next meeting for representative from PHA and DFC.</li> </ul>	ML	
3.	Funding Opportunities for NI Community	<ul style="list-style-type: none"> <li>Noted – shared with group via email.</li> </ul>		

4.	Update from DfC	<ul style="list-style-type: none"> <li>To be followed up.</li> </ul>	ML	
5.	Consider list of suggested invitees to be forwarded to DfC	<ul style="list-style-type: none"> <li>Shared via email with the group. Any further nominations or additional comments to be forwarded to Aisling Rennick by close of next week.</li> </ul>	All	
6.	Updates & overview of progress to date	<ul style="list-style-type: none"> <li>Scorecard specifics to be clarified and put in place pending SLA upgrade. Trusted partners have been told to proceed and spend where they have available reserves. All partners responsible for own GDPR. Score card changes and process on claiming to be reviewed.</li> <li>Financial resilience service in place since start of October, operates 3 times a week and very busy. Gathering feedback on why so busy and what specific community needs are.</li> <li>Rollout of 3 new Wellbeing Hubs to tackle Mental Health needs are being set up in Lisburn, Ards &amp; North Down and Down.</li> <li>Poverty Support Fund, no full update but may be experiencing delay with confirmation of funding coming through. Clarification to be sought with Bolster and Donna Murphy.</li> <li>Verve Proposal has developed at pace; working with Clanrye, 12 members came forward to form the Verve Network. 14 individuals came forward to train as Community Health trainers. Training is planned to commence 12 Nov. and hope to complete by end of March.</li> <li>Park Run have approached SEHSCT and are keen to launch a new Park Run in Downpatrick. They requested a small, one-off start up grant of £4000, proposed to split cost equally with SE Trust and Council. CCH members endorse sharing the cost in this current year with specific funding stream to be decided.</li> <li>Wellbeing Hubs – developing a Provider Consortium to bring existing funders together aiming to deliver a more joined up approach to maximise capacity and integrate referral systems.</li> <li>Community Engagement have no further proposals and are progressing projects that have received funding, moving well on smaller scale projects. One larger project is currently in procurement stages and hope to be moving in November.</li> </ul>	<p>SB &amp; RJ</p> <p>RA</p> <p>SB &amp; NMCC</p>	

		<ul style="list-style-type: none"> <li>• Proposal for support of running costs for FMA SLA groups shared with group. Propose additional funding to over 40 groups in district to help with rising fuel/utilities costs. It would be a 'top up' to the existing letter of offer to be spend by end of the financial year.</li> <li>• Agreed to remove separate Volunteer Update from future agendas and any updates will be delivered through Community Engagement updates delivered by Sarah McClory or Sonya Burns.</li> <li>• SLA's to be issued, minus process for claiming, and will be corresponded separately with members subject to the scorecard being changed.</li> <li>• Financial Assistance - all letters of offer have been issued and claims are coming in slowly.</li> </ul>		
7.	Community Plan Update	<ul style="list-style-type: none"> <li>• Digital Poverty - Proposal on page 3 of attached papers; £15,000 available through trusted referrers and administered by Stakeholder Forum.</li> <li>• Support for those who get devices or assistance with training, venue hire, signposting through partners and colleges. Potentially access to second hand laptops.</li> <li>• Youth Voice – a new youth council within the district, open to Statutory partners and Community Vol Sector partners. If anyone is interested, they can contact Alan Beggs or Lauren McMenamy</li> <li>• Update on PB; 53 expressions of interest received and are to be assessed next week with a view to running 2 polls to award money. Estimate approx. 35 groups will receive an award through the scheme.</li> <li>• Stakeholder Forum proposal; CCH content to endorse amendments in paper.</li> </ul>	All	
8.	Date and times of next meeting	<ul style="list-style-type: none"> <li>• <b>Wednesday 24 November 2021 at 2.30 pm</b></li> </ul>		

**Next Meeting: Wednesday 27 October 2021 at 2.30pm**

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	15 November 2021
<b>Subject:</b>	COVID-19 Financial Inclusion Funding from Department for Communities (DfC)
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen, Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Damien Brannigan, Head of Engagement

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

<b>For decision</b>	<b>x</b>	<b>For noting only</b>	
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p><b>Purpose</b></p> <ul style="list-style-type: none"> <li>To note the report.</li> <li>To agree to award the COVID-19 Financial Inclusion Funding of £83,547.00 from the Department for Communities (DfC) to 'Community Advice Newry, Mourne and Down'.</li> </ul> <p><b>Background</b></p> <p>The Council is the primary funder of 'Community Advice Newry, Mourne and Down', with the Council providing £292,539.00 for Generalist Advice Services, which is awarded through an annual Service Level Agreement (SLA). £143,871.30 of this £292,539.00 comes from DfC (under DfC's District Councils' Community Support Programme) and the Council contributes the remainder of £148,667.70 from its own resources.</p> <p>In addition to the above provision, the AHC Committee at its meeting on Monday 21 June 2021 agreed to award to 'Community Advice Newry, Mourne and Down' additional funding of £113,258.64 from DfC which was provided by DfC specifically to support the continuation of the existing Welfare Reform Advice provision in our area as well as Tribunal Representation in 2021/2022.</p> <p>The Council received a letter of variance from DfC on Friday 22 October 2021 advising that its Voluntary and Community Division is able, like it did last year, to provide COVID-19 Financial Inclusion Funding with the amount allocated to Council this year being £83,547.00. This is an increase on last year's allocation of £68,755.00 which the AHC Committee agreed to award to 'Community Advice Newry, Mourne &amp; Down'.</p> <p>The aims of the COVID-19 Financial Inclusion Funding are to target those most likely to be adversely impacted by the economic fallout of the pandemic, help build financial resilience and improve overall financial wellbeing through access to money management, low cost/affordable credit, promoting savings and linking into holistic debt advice service with a focus on addressing the issue of citizens seeking debt advice with negative budget implications and therefore focus on income maximisation as part of the clients' journey. Through early targeted support, the COVID-19 Financial Inclusion Funding of £83,547.00 aims to:</p> <ul style="list-style-type: none"> <li>Identify those people who would benefit from direct, targeted advice and support;</li> <li>Provide access to money management/budgeting advice;</li> <li>Ensure referrals to formal, regulated debt advice services;</li> </ul>

	<ul style="list-style-type: none"> <li>• Improve awareness of, and increasing access to, affordable credit from responsible lenders;</li> <li>• Improve awareness and increase access to income and benefits maximisation;</li> <li>• Promote a savings culture (for those that can save) to help build resilience to future financial shocks.</li> </ul> <p>The COVID-19 Financial Inclusion Funding is ring-fenced for the above provision and is not available to fund internal council costs, such as staffing and overheads. All activities supported by this funding must take place within the financial year ending 31 March 2022.</p> <p>Councils are not required to match fund the COVID-19 Financial Inclusion Funding.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	None.
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>That the Committee: -</p> <ul style="list-style-type: none"> <li>• Note the report.</li> <li>• Agree to award the COVID-19 Financial Inclusion Funding of £83,547.00 from the Department for Communities (DfC) to 'Community Advice Newry, Mourne and Down'.</li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	There are no resource implications as the Council is not required to match fund the COVID-19 Financial Inclusion Funding from DfC.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>

5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p>
7.1	<p>None.</p>
8.0	<p><b>Background Documents</b></p>
8.1	<p>None.</p>

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	15 November 2021
<b>Subject:</b>	Commercial Space at The McGrath Centre, Newry
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Julie McCann Head of Community Services, Facilities and Events

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

<b>For decision</b>	<b>X</b>	<b>For noting only</b>	
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p>The McGrath Centre in Newry is currently managed by Community Services. The larger unit on the ground floor has recently been vacated. This space had previously been occupied by a local restaurant.</p> <p>This property is deemed a commercial space and therefore does not fall into the Councils <b><i>Sports and Community Facility Management and Leasing Policy</i></b>.</p> <p>The Unit would meet the criteria for properties dealt with under the Councils <b><i>Acquisition and Disposal of land procedure</i></b> where a private company is sought for the marketing of the property for lease. This method has been adopted on the sale of surplus Council assets in recent years, using the services of TDK Commercial Property consultants who are contracted to provide this service. The conduct of the process by an expert third-party provides the elements of objectivity as well as expertise. The lease of a unit like the Boulevard would lend itself to this type of marketing above most other Council assets.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	<ul style="list-style-type: none"> <li>Commercial space currently not being used or leased (no income)</li> <li>Use of an agent will bring expertise in this area</li> </ul>
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>That the Committee agree:</p> <p>As per the Acquisition and Disposal of land procedure to use an Agent to market and lease the commercial ground floor space at the McGrath Centre, Newry.</p>
<b>4.0</b>	<b>Resource implications</b>
4.1	<ul style="list-style-type: none"> <li>Cost of Commercial Property consultants</li> </ul>
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>

5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p> <p>None</p>

8.0	Background Documents
	None

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	15 <sup>th</sup> November 2021
<b>Subject:</b>	Energy Management Programme
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin Assistant Director Health and Wellbeing
<b>Contact Officer (Including Job Title):</b>	Sheena McEldowney, Head of Sustainability

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

<b>For decision</b>	<b>X</b>	<b>For noting only</b>	
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	To consider and approve allocation of budget to delivery of an energy management programme for 2022/2023 financial year.
<b>2.0</b>	<b>Key issues</b>
2.1	<p>Council have over the years installed several successful energy programmes across council buildings which have achieved significant savings on annual energy bills. Work to date has included:</p> <ul style="list-style-type: none"> <li>• Installation of Solar PV</li> <li>• Roof and cavity wall insulation</li> <li>• Boiler replacements</li> <li>• Installation of double glazed windows</li> <li>• Installation of LED lighting</li> </ul> <p>In the financial year 2018 / 2019, reports to the Sustainability and Climate Change Forum, highlighted a total annual saving of £28,503 for Council, because of energy saving measures introduced during that time. Similar savings have been made in the previous years, which cumulatively demonstrates, that investment in an energy programme saves council money on energy bills.</p> <p>To continue to minimise and reduce energy consumption within Council buildings and facilities a specific budget for energy works is being sought. An allocation of £100,000 would allow officers to develop an Energy Management Programme for Council buildings and Estates for the 2022/2023 year.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	To approve the contribution of £100,000 in the Capital Budget for 2022/2023 for development & implementation of an Energy Management Programme.
<b>4.0</b>	<b>Resource implications</b>
4.1	£100,000 to be sought in 2022 2023 Capital Budget.

<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>

	<p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
<b>7.0</b>	<b>Appendices</b>
	None
<b>8.0</b>	<b>Background Documents</b>
	None

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	Monday 15 <sup>th</sup> November 2021
<b>Subject:</b>	Capital Budget Request Water Fountains
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin, Assistant Director Health and Wellbeing
<b>Contact Officer (Including Job Title):</b>	Sheena McEldowney, Head of Sustainability

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

<b>For decision</b>	<input checked="" type="checkbox"/>	<b>For noting only</b>	<input type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	To consider and agree to provide Capital Budget for 2022/23 of £22,200 to purchase 2 External and 8 Internal Drinking Water Fountains to encourage refilling of water bottles as part of the Council's Single Use Plastics Strategy.
<b>2.0</b>	<b>Key issues</b>
2.1	<ul style="list-style-type: none"> <li>• The Council has commenced a roll out of Drinking Water fountains both internal and external across the district.</li> <li>• This is to encourage and facilitate council staff, local people and visitors to the district to refill their drinks bottles and avoid the use of single use plastic bottles which contributes to waste and litter as well as an unsustainable waste of resources.</li> <li>• A Single Use Plastics Strategy including a Policy and Action plan has been developed by the Council and the Water Fountains will help deliver on actions within the plan.</li> <li>• A Single Use Plastics working group has also been established within the council with cross departmental representation to deliver the Plan.</li> <li>• The internal fountains will be installed in Council and Community buildings for use by staff and Centre Users as well as the general public.</li> <li>• The external drinking fountains will be installed at suitable locations across the district.</li> <li>• All installed Drinking Water Fountains will be registered on the NI Water Refillution 'Tap Map' an online map showing locations of refill points to encourage refills.</li> </ul>
<b>3.0</b>	<b>Recommendations</b>
3.1	To approve the contribution of £22,200 in the Capital Budget for 2022/2023 to procure 2 External and 8 Internal Drinking Water Fountains to encourage refilling of water bottles as part of the Council's Single Use Plastics Strategy.

<b>4.0</b>	<b>Resource implications</b>
4.1	<p>The fountains will cost:</p> <p>2 No. External Drinking Fountains = £8,200</p> <p>8 No. Internal Drinking Fountains = £14,000</p> <p>Total Capital Budget £22,200</p> <p>The Council's Maintenance team will install the Water Fountains.</p> <p>There is some minor ongoing cost for maintenance of the fountains.</p>
<b>5.0</b>	<b>Equality and good relations implications</b>
5.1	<p>1. Equality &amp; GR implications</p> <p>The Single Use Plastics Policy has been equality screened and the decision is that it not be subject to an equality impact assessment (with no mitigating measures required).</p>
<b>6.0</b>	<b>Rural Proofing implications</b>
6.1	<p><b>Insert one the following:</b></p> <p>Due regard to rural needs has been considered in relation to the development of the Single Use Plastics Policy and a rural needs impact assessment has been completed.</p> <p>There are no negative implications identified</p>
<b>7.0</b>	<b>Appendices</b>
	None
<b>8.0</b>	<b>Background Documents</b>
	None

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	Mon 15 <sup>th</sup> November 2021
<b>Subject:</b>	Newry Mourne and Down Active Travel Masterplan
<b>Reporting Officer (Including Job Title):</b>	Eoin Devlin Assistant Director Health and Wellbeing
<b>Contact Officer (Including Job Title):</b>	Sheena McEldowney Head of Sustainability

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

<b>For decision</b>	<b>X</b>	<b>For noting only</b>	
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	To consider and agree to provide Capital Budget for 2022/2023 of £40,000 to fund Active Travel Infrastructure
<b>2.0</b>	<b>Key issues</b>
2.1	<p>The Council has recently at its November Monthly Meeting approved the Active Travel Masterplan, a 10-year vision for Active Travel within the District, which includes recommendations for actions to improve active travel infrastructure as well as other interventions to increase uptake of cycling and walking and make active travel a safe option for local people as well as visitors to the district.</p> <p>The Masterplan recognises that the proposals are very ambitious and delivering any of them will be a significant challenge requiring funding and commitment from a range of Statutory agencies.</p> <p>The Masterplan will be used to inform the work of the Council's Active Travel Officer Working Group and the Community Planning 'Sustainable Travel' Priority Working Group which includes key stakeholders such as DfI, Translink.</p> <p>As part of this Masterplan the Council is requested to approve allocation of budget to provide bike parking and shelters as well as items for Schools and Community Active Travel educational programmes.</p> <p>These facilities will be provided across the district at suitable locations to facilitate safe cycling and promote and encourage people to take up active travel such as cycling and walking.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	To approve the contribution of £40,000 in the Capital Budget for 2022/2023 to fund Active Travel Infrastructure including Bike Parking and Shelter Facilities and items for Schools and Community Active Travel educational programmes as part of the Council's Active Travel Masterplan.
<b>4.0</b>	<b>Resource implications</b>

4.1	£40,000 to be sought in 2022/ 2023 Capital Budget
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>

	Rural Needs Impact Assessment completed	<input type="checkbox"/>
	If no, please complete the following:	
	The policy / strategy / plan / public service is not influenced by rural needs	<input type="checkbox"/>
7.0	<b>Appendices</b>	
	None	
8.0	<b>Background Documents</b>	
	None	

<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	15 November 2021
<b>Subject:</b>	Service Level Agreement with Causeway Coast and Glens Borough Council in relation to Product Safety Funding
<b>Reporting Office(Including Job Title):</b>	Eoin Devlin (Assistant Director Health and Wellbeing)
<b>Contact Officer(Including Job Title):</b>	Sinead Trainor (Head of Environmental Health - Commercial)

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

<b>For decision</b>	<input checked="" type="checkbox"/>	<b>For noting only</b>	<input type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.	<p><b>Purpose</b> To consider the report and agree that the Chief Executive signs the attached Service Level Agreement (SLA) between Causeway Coast and Glens Borough Council and Newry, Mourne and Down District Council.</p>
<b>2.0</b>	<b>Key issues</b>
	<p>The SLA outlines the arrangement between Causeway Coast and Glens Borough Council (Grant Recipient) and the other Councils in Northern Ireland (Stakeholders) for the purpose of administering funding from the Department of Business, Energy and Industrial Strategy (BEIS).</p> <p>The funding is offered under Article 18(3) of Regulation (EC) No 765/2008 (as it applies in Northern Ireland) and the Supply and Appropriation (Anticipation and Adjustments) Act 2021 in return for building capacity and capability for product safety market surveillance. This is part of a UK wide approach to ensure only safe and compliant, non-food, consumer goods enter the UK market and to meet the provisions of the EU Withdrawal Agreement and Northern Ireland Protocol (NIP).</p> <p>The objectives of the SLA are to establish administrative provision under which Causeway Coast and Glens Borough Council as Grant Recipient will administer BEIS funding as agents of BEIS.</p> <p>It will enable Causeway Coast and Glens Borough Council to collate data from the Councils for the preceding quarter and submit a collective Northern Ireland return via the BEIS online reporting tool and invoice BEIS for the eligible work undertaken on behalf of all NI councils and reimburse stakeholders accordingly.</p> <p>The funding period starts on 1 April 2021 and ends on 31 March 2022. The Agreement shall be in force from 1 April 2021 and shall remain in force until 31 May 2022. The Agreement may be terminated by any Party by giving at least 3 months written notice to the other Parties. The Agreement shall be reviewed on request at any time by any Party. Any revised Agreement must have the approval of all parties.</p> <p>The total grant funding received from BEIS is £605,000 provided to Causeway Coast &amp; Glens District Council acting as a lead authority on behalf of all 11 Councils' Environmental Health Services in Northern Ireland. The maximum grant Newry, Mourne and Down District Council will receive is £49,541.66 per annum.</p>

<b>3.0</b>	<b>Recommendations</b>
3.1	That the Committee approve the signing of the attached Service Level Agreement between Causeway Coast and Glens Borough Council and Newry, Mourne and Down District Council, for the purpose of administering funding from the Department of Business, Energy and Industrial Strategy (BEIS).
<b>4.0</b>	<b>Resource implications</b>
4.1	None
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
<b>7.0</b>	<b>Appendices</b>
	Service Level Agreement - For the BEIS/OPSS funded 2021/2022 Product Safety Programme Building Capacity and Capability in Northern Ireland – 2021/22

8.0	<b>Background Documents</b>
	Active and Healthy Communities Committee Report – November 2020 - Acceptance of Funding from Office of Product Safety and Standards

## SERVICE LEVEL AGREEMENT

**For the BEIS/OPSS funded 2021/2022 Product Safety Programme  
Building Capacity And Capability In Northern Ireland – 2021/22**

### 1.0 BETWEEN:

**Causeway Coast and Glens Borough Council of Cloonavin, 66 Portstewart Road, Coleraine, BT52 1EY, (hereinafter known as the Grant Recipient) and**

Antrim & Newtownabbey Borough Council,  
Ards & North Down Borough Council,  
Armagh City, Banbridge and Craigavon Borough Council,  
Belfast City Council,  
Derry City & Strabane District Council,  
Fermanagh and Omagh District Council,  
Lisburn and Castlereagh City Council,  
Mid & East Antrim Borough Council,  
Mid Ulster District Council and  
Newry, Mourne & Down District Council **together known as the Stakeholders.**

### 2.0 LEGISLATIVE BACKGROUND AND AUTHORISATION

- 2.1 This agreement outlines the arrangement between Causeway Coast and Glens Borough Council, appointed as **the Grant Recipient and the above Stakeholders** for the purpose of administering funding from the Department of Business, Energy and Industrial Strategy (BEIS). The funding is offered under Article 18(3) of Regulation (EC) No 765/2008 (as it applies in Northern Ireland) and the Supply and Appropriation (Anticipation and Adjustments) Act 2021 in return for building capacity and capability for product safety market surveillance. This is part of a UK wide approach to ensure only safe and compliant, non-food, consumer goods enter the UK market and to meet the provisions of the EU Withdrawal Agreement and Northern Ireland Protocol (NIP).
- 2.2 The grant funding agreement produced by BEIS outlines the roles and responsibilities of the key partner organisations and provides the basis for this agreement.

### 3.0 TERMS OF AGREEMENT

- 3.1 The funding period starts on 1 April 2021 and ends on 31 March 2022. The Agreement shall be in force from 1 April 2021 and shall remain in force until 31 May 2022 (deadline specified by BEIS for submission of claims detailed in Annex G) (unless terminated in accordance with 3.2).

- 3.2 The Agreement may be terminated by any Party by giving at least 3 months written notice to the other Parties.
- 3.3 The Agreement shall be reviewed on request at any time by any Party (in accordance with Section 12.0). Any revised Agreement must have the approval of all parties.
- 3.4 Any dispute in relation to the operation of the Agreement can be raised in writing for resolution to Bryan Edgar Head of Health and Built Environment for resolution.

#### **4.0 OBJECTIVES**

- 4.1 The objectives of the Agreement are to establish administrative provision under which Causeway Coast and Glens Borough Council as Grant Recipient will administer BEIS funding as agents of BEIS.
- 4.2 It will enable the Grant Recipient to
  - collate data from the stakeholders for the preceding quarter and submit a collective Northern Ireland return via the BEIS online reporting tool and
  - invoice BEIS for the eligible work undertaken on behalf of all NI councils and reimburse stakeholders accordingly.
- 4.3 It will define the role of the Grant Recipient and the Stakeholders, their responsibilities and obligations as detailed in Annex A.
- 4.4 The funded activities are specified within the grant funding agreement letter as the Tasks contained within the 2021/2022 EHNI Consumer Protection Sub Group Work Plan excluding Task C as detailed in Annex C.

#### **5.0 OPERATING PROCEDURES**

- 5.1 BEIS in consultation with NI councils is responsible for specifying the exact nature of the service required of the Council and the activities qualifying for funding (all Tasks in EHNI Consumer Protection Sub Group Work Plan excluding those in Task C).
- 5.2 The Grant Recipient and Stakeholders
  - shall ensure that delivery of the Services is carried out expeditiously and competently, in accordance with such timescales, conditions and costs as agreed with BEIS.
  - shall use reasonable endeavours to ensure that the staff resources necessary to discharge the Services are available.
  - are responsible for monitoring the delivery of these services by their Council in accordance with this Agreement.
  - have a legal obligation for the Health and Safety of their respective staff. The Parties hereto shall take all reasonable steps to ensure that all employees

involved with the Services comply with the requirements of the Health & Safety at Work (Northern Ireland) Order 1978 and such other regulations as required.

- 5.3 The Stakeholders will provide the Grant Recipient with quarterly returns containing data specified in Annex F required to complete the reporting tool together with invoice requests (detailing information required in Annex E and any additional qualifying relevant expenditure detailed in Annex D) to the Grant Recipient via email to [consumerprotection@causewaycoastandglens.gov.uk](mailto:consumerprotection@causewaycoastandglens.gov.uk) for the preceding quarter within the following timescales also specified in Annex G.

Q1 Submission by 23/07/2021 for return by CC&G to BEIS by 31/07/2021

Q2 Submission by 15/10/2021 for return by CC&G to BEIS by 31/10/2021

Q3 Submission by 14/01/2022 for return by CC&G to BEIS by 31/01/2022

Q4 Submission by 15/04/2022 for return by CC&G to BEIS by 30/04/2022

- 5.4 Failure by a Stakeholder to submit the required information within the timescales specified in Annex G will result in non payment of the claim.
- 5.5 The Stakeholders will provide bank details required in Annex H to enable transfer of funding from the grant recipient
- 5.6 The Grant Recipient will pay stakeholders within 30 days of receipt of reimbursement from BEIS.

## 6.0 FINANCIAL ARRANGEMENTS

- 6.1 Confirmation of the amount of grant funding has been received from BEIS as £605,000 provided to Causeway Coast & Glens District Council acting as a lead authority on behalf of all 11 Councils' Environmental Health Services in Northern Ireland. The amount will not be increased as a result of any overspend. This will be paid in financial year ending on 31<sup>st</sup> March 2022.

- 6.2 Due to variable demands on the Stakeholders the funding will be allocated as follows

Grant from BEIS	£605,000 (per annum)
Administration charge for CC&G (37.5 hours @ £70/hour x 4 quarterly returns)	£10,500
Maximum grant available (10 councils)	(£49,541.66 (per annum)
Max grant claim per quarter/council (10 councils)	£12,385.41
Max grant available for BCC	£99,083.33
Max grant claim per quarter for BCC	£24,770.83

- 6.3 BEIS will be reviewing funding mid-year to allow for an uplift to ensure that local authorities are financially supported to carry out any additional work that has been agreed.

- 6.4 The grant will be paid by BEIS in arrears on a reimbursement basis upon receipt of an invoice from the Grant Recipient in the form set out in Annexes D & E.
- 6.5 Stakeholders will issue an invoice and/or supporting documentation to the Grant Recipient containing the details required in Annexes D and E for eligible activities undertaken to enable completion of the cumulative quarterly grant claim by the Grant Recipient on behalf of the Stakeholders.
- 6.6 The Grant Recipient will ensure invoices are paid to Stakeholders within 30 days of receipt of funding from BEIS.
- 6.7 Stakeholders will provide bank details required in Annex I.

## **7.0 MEETING & ONGOING ENGAGEMENT**

- 7.1 The Grant Recipient will engage with the Stakeholders through EHNI and the Consumer Protection Sub Group.
- 7.2 All day-to-day matters relating to the services covered by this Agreement shall be conducted by Officers of any party operating under the terms of the Agreement.

## **8.0 CONFIDENTIALITY**

- 8.1 All information received by or gathered by the Parties as a result of performing the Services will be subject to the requirements of the Data Protection Act and held in accordance with the Parties' respective Records Management / Information policy. Data sharing provisions are outlined in the Memorandum of Understanding for Data Sharing between the Grant Recipient and BEIS detailing how the information which is shared by the Grant Recipient and Stakeholders is stored and used (Annex J).

## **9.0 LIABILITY**

All Parties shall indemnify and keep indemnified, the other, against all claims, proceedings, actions, damages, legal costs, expenses, fines, penalties, demands, loss or damage and any other liabilities, howsoever arising, whether in contract, tort, under statute, common law or otherwise directly or indirectly out of or in the course of or in connection with any provision or failure to provide those Services set out in this Agreement which are the responsibility of that Party.

## **10.0 COMPLAINTS**

If a complaint is received by any Party in respect of the services carried out under this agreement, the Party receiving the complaint will inform the others in writing and the Parties will agree which Party will investigate the complaint.

## **11.0 FORCE MAJEURE**

No parties to this Agreement shall be liable to the other or shall be held to be in breach of this Agreement to the extent that it is prevented, hindered or delayed in the performance or observation of its obligations hereunder due to any cause beyond its control (including industrial action, strike, walk out, riot, civil disobedience, inclement weather, inability to obtain supplies, accident, pandemic or any other contingency whatsoever beyond its reasonable control).

## **12.0 AGREEMENT VARIATIONS**

The Grant Recipient and Stakeholders may propose at any time during the funding period to revise the agreement and agree any reasonable alteration or addition to or omission from the Agreement by submitting a written request to the other Parties. In the event of such a revision being proposed, the Grant Recipient shall assess what resources if any will be involved prior to agreeing to the revision and shall agree these costs with the Stakeholders prior to any implementation of the revision. Any variations will be made only with the consent of all Parties in writing.

## **13.0 DISPUTE RESOLUTION**

A dispute shall be deemed to have arisen when any Party notifies another Party in writing to that effect.

The Parties shall use all reasonable efforts to resolve any dispute that may arise under this SLA through good faith negotiations. Each Party shall nominate a senior representative of its management to meet to resolve the dispute.

Where an attempt to resolve any dispute under this SLA and where initial contact between representatives of management of any Party has failed, the matter will be escalated to a discussion between a member of senior management from the Parties hereto.

## **14.0 CONFLICT OF INTEREST**

The Stakeholder shall inform the Grant Recipient, if it believes that there may be a conflict of interest. The Grant Recipient shall, in consultation with the Stakeholder provide such staff as are necessary to assist with or carry on the Services in order to investigate a failure on the Stakeholder premises.

## 15.0 GOVERNING LAW

It is hereby agreed that this Agreement shall be governed by Northern Ireland/European law and that the Courts of Northern Ireland shall have exclusive jurisdiction in all matters arising hereunder.

## 16.0 AUTHORISATION

16.1 The authorised person<sup>1</sup> within the council and the Head of Service of Causeway Coast and Glens Borough Council authorise this agreement.

Council (delete as applicable)	Print Name	Signature	Position
Antrim & Newtownabbey Borough Ards & North Down Borough Armagh City, Banbridge and Craigavon Borough Belfast City Derry City & Strabane District Fermanagh and Omagh District Lisburn and Castlereagh City Mid & East Antrim Borough Mid Ulster District Newry, Mourne & Down District			

Causeway Coast and Glens Borough Council	Print Name	Signature
Head of Health and Built Environment	BRYAN EDGAR	

16.2 The Agreement will take effect from 1 April 2021

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<sup>1</sup> Chief Executive, Head of Service or Director as appropriate

## OPERATIONAL DELIVERY OF SERVICES

### Stakeholders to:

- Deliver services in accordance with the EHNI Consumer Protection Work Plan 2021/2022.
- Provide information on eligible activities specified in Annex C excluding Task C to the Grant Recipient in accordance with timescales specified in Annex G.
- Provide the above information to the Grant Recipient in the format specified in Annexes D, E and F in accordance with timescales specified in Annex G.
- Invoice the Grant Recipient in accordance with timescales specified in Annex G via [consumerprotection@causewaycoastandglens.gov.uk](mailto:consumerprotection@causewaycoastandglens.gov.uk)
- Provide Grant Recipient with bank details in Annex I.
- Antrim and Newtownabbey Borough Council, Belfast City Council, Mid and East Antrim Borough Council and Newry, Mourne and Down District Council as port authorities to undertake activities outlined in Annex B 'Criteria for Grant Funding for Councils with Ports' and complete the Standard Operating Procedure in Annex K and submit directly to OPSS.

### Grant Recipient to:

- Deliver services in accordance with the EHNI Consumer Protection Work Plan 2021/2022.
- Collate the information provided by Stakeholders together with Grant Recipient's data.
- Complete the BEIS reporting tool on behalf of the Stakeholders with the collated information within the timescales specified in Annex G.
- Submit a collated quarterly invoice to BEIS on behalf of the Stakeholders and the Grant Recipient within the timescales specified in Annex G.
- Pay Stakeholders in arrears on a reimbursement basis following receipt of an invoice from the Stakeholder in the form set out in Annexes D & E within 30 days of receipt of funding from BEIS.

## **(THE FUNDED ACTIVITIES specified in ANNEX 2(a) Grant Funding Agreement)**

### **Purpose of the Grant**

The purpose of the grant programme is to support the 11 Councils in Northern Ireland to build capacity and capability for product safety market surveillance. This is part of a UK wide approach to ensure only safe and compliant, non-food, consumer goods enter the UK market and to meet the provisions of the EU Withdrawal Agreement and Northern Ireland Protocol (NIP).

### **Background**

The Office for Product Safety and Standards (OPSS) is the national regulator for product safety. It was established to lead and co-ordinate the UK product safety system to deliver improved protections for consumers and better support for industry across the UK. The aims are to increase support for local authority led teams at points of entry (e.g. seaports and airports) and co-ordination of market surveillance activities across different industry sectors.

Market Surveillance Authorities – including Northern Ireland's 11 councils have a range of obligations; these are set out in the Regulation 765/2008 for Accreditation & Market Surveillance (RAMS) and other sector specific legislation.

OPSS already provides a package of support to environmental health services in Northern Ireland, including a programme of training to increase competency of front-line officers, funding to enable testing for products manufactured or imported by Northern Ireland businesses, and provision for additional screen-testing equipment.

OPSS has developed an additional support package that support the councils in Northern Ireland to enhance their provision to operationalise the NIP. This helps ensure the UK has a co-ordinated and cohesive approach to market surveillance that recognises the particular requirements in Northern Ireland.

### **Aims and Objectives of the Funded Activities**

The Grant is provided to Causeway Coast & Glens District Council in Northern Ireland to establish a flexible resource with the capacity and capability to:

- Undertake risk-based market surveillance interventions on goods throughout the supply chain;
- Manage and act on intelligence to drive a risk-based approach;
- Provide advice and support to local businesses to meet their obligations under product safety legislation for importing and appropriate labelling/marketing of goods;
- Co-operate and coordinate market surveillance activity across NI to ensure compliance with EU regulatory requirements; and
- Monitor and report on interventions.

Funding of up to £605,000 is available which is the equivalent of one full time officer per council including overheads and on costs.

The purpose of the funding is to effectively implement the NIP with the aim of supporting a successful, thriving and compliant business sector across NI. Business should have the confidence to trade within NI, GB and the EU, while ensuring that unsafe/non-compliant goods do not enter the UK market including NI.

### **Funded Activities**

The range of funded activities is expected to include:

- Providing advice and guidance to NI manufacturers and importers about placing goods on NI and GB market, with a focus on those businesses that have now become importers following the end of transition;
- Implementing co-ordinated business support programmes e.g. linking to economic development work if appropriate;
- Sampling products from NI manufacturers and importers for safety testing and effectively following up non-compliance detected;
- Participating in market surveillance projects as identified in the CP subgroup work plan and where OPSS intelligence led
- Further develop and embed processes and procedures to respond to referrals from OPSS border profiling system, including undertaking physical checks at points of entry where risk to consumers is high;
- Continuing to work with OPSS to further develop and embed operational arrangements with other border control and market surveillance authorities at ports e.g. Border Force NI, HSENI and TSSNI to act on Third Country imports and, if necessary, GB goods;
- Working with OPSS on developing product safety intelligence-gathering and prioritisation within NI;
- Building relationships with relevant RoI regulators, e.g. Competition & Consumer Protection Commission in the Republic of Ireland and Health Products Regulatory Authority;
- Undertake any other associated market surveillance activities to support any agreed UK/EU reporting requirements.
- Preparation for any EU oversight activities in this area including improving product safety website information, updating of authorisations, procedures and template notices, maintenance of product safety equipment and collation of information in response to commission oversight requests (via OPSS).
- Develop a 4 year market surveillance strategy plan as part of MSC requirements.

The Consumer Safety Sub Group Work Plan at Annex 2(b) sets out more specifically the activities that are proposed.

Officers will to be able to operate flexibly across districts as workloads require and will be authorised accordingly.

## Deliverables to be reported

These are expected to include:

- Number of businesses advised on importing and exporting goods – examples of good practice will be shared in the form of Case Studies
- Maintenance of written processes and procedures in place to facilitate physical checks at ports
- Details of all market surveillance activity, including plans, sampling and screen testing and summary reports (to be recorded on the OPSS national product safety database)
- Evidence of working relationships in place with border control authorities and other MSA's for cooperation and coordination for checks at ports
- Number of officers trained
- Number of officers completed the Certificate of Competency in Product Safety
- Participation at training and development opportunities
- Evidence to demonstrate that an effective intel sharing system is in place
- Completion of monthly OPSS Returns required by the four relevant councils and is not the responsibility of Causeway Coast & Glens as Grant recipient.

OPSS will work with the CP Sub-group to develop a quarterly reporting tool.

## Criteria for Grant Funding for Councils with Ports

To undertake intervention at ports so that unsafe/non-compliant goods are prevented from entering the country and causing harm in the consumer market. This may involve acting on intelligence from OPSS with the use of screen-testing equipment.

To share intelligence with OPSS and inland local authorities to help inform a UK wide approach for ports and market surveillance.

To strengthen effective working relationships with other relevant agencies, e.g. Border Force, HMRC and other Market Surveillance Authorities.

The funding amounts will cover the development of capacity for interventions at ports, submission of samples, traceability checks, receiving results, recording on databases, e.g. product safety database as appropriate, information to importers and follow up work with inland authorities. It will cover those training activities as it relates to compulsory ports intervention activities, i.e. Health & Safety requirements, security etc, for port related activities agreed with OPSS.

To report on feedback from the inland authorities when a consignment has been released to that inland authority for action/advice/enforcement. If inland authority is unable to take action then this is also noted. This will help OPSS identify where further support is required for market surveillance and the product safety system.

Local authorities to submit monthly returns with the required information to OPSS Borders Profiling Unit at [opss.borders@beis.gov.uk](mailto:opss.borders@beis.gov.uk). These returns are to be provided on the appropriate template.

Information to include methods of targeting goods:

OPSS referrals  
 Direct Border Force referrals  
 Border Force referrals relating to fast parcels  
 Manifest searches  
 Other

To provide quarterly invoices, which include information contained in Annex 6, to OPSS for grant payment.

### **Additional OPSS Support**

1. Training and guidance to increase officer capability to advise local businesses on their obligations for importing and appropriate labelling/marketing of goods.
2. Funding for the testing of products to inform effective market surveillance, through an extension of the current programme to enable testing of samples taken at NI distributors of GB produced products.
3. Intelligence gathering and border profiling to enable risk based targeted interventions for product safety legislation covered by market surveillance requirements in NI. Facilitate intelligence sharing with and between EHNI services and other MSAs in NI.
4. Facilitate relationship building with other Market Surveillance Authorities with a view to exploring collaboration and sharing resources.
5. Monitoring and reporting system to meet EU reporting requirements, supporting the use by EHNI of the Product Safety Database (PSD) to report, track and share product safety information.
6. Facilitation of cooperation and coordination of relevant bodies in NI and relevant regulatory agencies in the Republic of Ireland.

### **Proposed Funding Mechanism**

The resource will be offered in the form of a grant funding agreement outlining the anticipated market surveillance activities and agreed deliverables for the grant period. This resource is offered to cover the 2021-22 financial year, ending 31st March 2022 and is planned to continue for subsequent years, subject to normal funding cycles. The range of activities that are covered by the grant is outlined above and form a balance of work across the pool of resource to provide NI-wide outcomes. Funding will be paid in arrears on receipt of a quarterly record of work conducted.

### **Project costs and funding requested:**

Funding calculations are based on the following:  
 Officer hourly rate: £70.00 hour  
 Mileage rate: 45p/mile

ANNEX C

**EHNI CP SUB GROUP WORK PLAN 2021/2022  
(Annex 2(b) specified in Grant Funding Agreement)**

Task	Lead Council(s) / Completion Date
<p><b>A</b></p> <p>A member of the group to represent Northern Ireland at meetings of the:</p> <p>National Product Safety Group;</p> <p>Market Surveillance Governance Group;</p> <p>NI Primary Authority Group;</p> <p>The purpose of representation at these groups is to provide feedback to the EHNI CP Subgroup;</p> <p>to ensure appropriate information sharing;</p> <p>to act as points of contact to disseminate relevant policy objectives and relevant information;</p> <p>Promote cross-departmental working;</p> <p>To ensure consistent and effective delivery of product safety objectives.</p>	<p>D&amp;S / BC / Ongoing</p> <p>BC / Ongoing</p> <p>CC&amp;G / Ongoing</p>
<p><b>B</b></p> <p>In conjunction with OPSS, upskill staff as required on product safety issues including the consistent enforcement of consumer protection regulations (e.g. MSC), the introduction of new legislation/standards and emerging issues.</p>	<p>All</p> <p>By: March 2022</p>
<p><b>C</b></p> <p>Improve the awareness of volatile substance abuse and related issues through advice to retailers and submit annual returns to the Chief EHO at DHSSPSS by April 2022. (Subject to considerations re Covid restrictions).</p>	<p>All and BC (returns)</p> <p>By: April 2022</p> <p>No test purchasing to be carried out (subject to Covid restrictions and council recovery plans).</p>

<p><b>D</b></p> <p>Develop and deliver an intelligence led and co-ordinated approach to market surveillance relevant to Northern Ireland that also relates to priority issues identified by European AdCo groups. This will include 11 council wide targeted market surveillance of:</p> <ul style="list-style-type: none"> <li>a. Small High Strength Magnets;</li> <li>b. Cosmetics;</li> <li>c. AdCo Topic/Intelligence from OPSS Strategic Intelligence Assessments and Tactical Intelligence Assessments;</li> <li>d. Any other associated market surveillance activities to support any agreed UK/EU reporting requirements.</li> </ul> <p>Aims, objectives and outcomes to be detailed in the associated MS action plans and a summary report to be produced. One MS project to be delivered each quarter.</p>	<ul style="list-style-type: none"> <li>a. Small High Strength Magnets: ABC, BC, M&amp;EA (Lead Authority: ABC);</li> <li>b. Cosmetics: CC&amp;Gs, D&amp;S, A&amp;ND (Lead Authority:A&amp;ND);</li> <li>c. AdCo: F&amp;O, NM&amp;D, L&amp;C (TBC once project is agreed);</li> <li>d. Another MS Project to be agreed with OPSS: A&amp;N, MU (TBC once project is agreed).</li> </ul> <p>By: Ongoing</p>
<p><b>E</b></p> <p>Continue to develop and progress closer working relationships with other relevant partners: (e.g. CPCC, HPRA, TS, Invest NI, MHCLG, MHRA, NIFRS, and HSENI).</p> <p>The purpose of developing and progressing these closer working relationships is to ensure effective communication and sharing of information where relevant; to develop mutual understanding of respective roles in order to promote cross departmental working and help to resolve cross cutting issues.</p>	<ul style="list-style-type: none"> <li>• NIFRS – MU and M&amp;EA;</li> <li>• TS – ABC;</li> <li>• HSENI – NM&amp;D;</li> <li>• MHCLG – F&amp;O;</li> <li>• INVEST NI – F&amp;O;</li> <li>• CPCC – D&amp;S;</li> <li>• MHRA – D&amp;S;</li> <li>• Border Force – BC;</li> <li>• HPRA – D&amp;S;</li> <li>• HAPSIG – L&amp;C.</li> </ul> <p>and OPSS</p> <p>By: March 2022</p>
<p><b>F</b></p> <p>Review officer authorisations and ID as required to take into account new legislation that are required to fully discharge consumer product safety duties in Northern Ireland and produce officer guidance on same including where relevant, standard templates.</p>	<p>A&amp;ND and OPSS</p> <p>By: March 2022</p>

<p><b>G</b></p> <p>Develop a robust and appropriate Consumer Protection Competency Framework for all relevant officers, to ensure appropriate guidance is in place to effectively deliver market surveillance activities that will protect consumers.</p>	<p>A&amp;ND, M&amp;EA, DCSDC By: first half of year</p>
<p><b>H</b></p> <p>Clarify statutory requirements that may apply to 'Domestic Enforcers' under the Consumer Rights Act 2015 with respect to matters such as: Pre-notification of visits; Entry Notices; Notice of Powers and Rights and how these requirements interface with PACE etc, to ensure consistent application of same.</p>	<p>ABC, CC&amp;G, A&amp;N, F&amp;O, L&amp;C and OPSS By: March 2022</p>
<p><b>I</b></p> <p>Produce a briefing paper and seek agreement from EHNI, regarding the approach to be taken with respect to duties of economic operators, who have importer duties into NI from GB.</p> <p>Signpost and or where possible, provide relevant guidance (see task J) to businesses on the impact of the NI Protocol and their associated obligations with respect to ensuring compliance with product safety legislation, when supplying products on the EU and GB markets.</p> <p>Priority areas include:</p> <ul style="list-style-type: none"> <li>• Importers and exporters;</li> <li>• Manufacturers;</li> <li>• Distributors and retailers who now have importer duties.</li> </ul> <p>This may include carrying out scoping exercises, mailshots and other methods of contacting businesses and signposting businesses to relevant guidance and information on business support services. Guidance and information will also be hosted on council websites.</p> <p>Existing Primary Authority arrangements/relationships need to be observed, when considering guidance.</p>	<p>L&amp;C, MU By end of June 21</p> <p>All By: March 22</p>
<p><b>J</b></p> <p>In task and finish groups, review current product specific guidance from OPSS on EU Exit and develop</p>	<p>A&amp;ND, MU and F&amp;O - Radio Equipment (in Q1);</p>

<p>guidance/information for officers and businesses to ensure consistency.</p> <p>This information will be disseminated via websites, working with council Economic Development/ Business Teams and by direct contact with relevant business from Environmental Health. Examples of positive impacts on businesses as a result of receipt of this guidance, will be shared.</p>	<p>CC&amp;G, A&amp;N, L&amp;C – PPE (in Q2);</p> <p>M&amp;E &amp; ABC – Machinery; (Q3);</p> <p>D&amp;S, BCC and NM&amp;D – Gas (in Q4). Appliances;</p>
<p><b>K</b></p> <p>To prevent unsafe and non-compliant non-food consumer products from entering the market at points of entry and to ensure obligations under the EU Withdrawal Agreement are met, including the NI Protocol:</p> <p>The designated Ports and Borders Authorities of the Ports and Borders Group, in line with the OPSS Grant funding agreement and with support from OPSS as appropriate will:</p> <ul style="list-style-type: none"> <li>• Further develop and implement agreed processes and procedures for physical checks at point of entry, where risk to consumers is very high. Records of physical site visits will also be maintained;</li> <li>• Further develop template notices and use as appropriate;</li> </ul> <p>Continue to develop working relationships with other MS authorities at ports including Border Force NI, HSENI and TSSNI and develop an NI Market Surveillance Group.</p>	<p>BCC, A&amp;N, M&amp;E, NM&amp;D</p> <p>By: Ongoing</p>
<p><b>L</b></p> <p>Promote consumer education initiatives via council media channels (e.g. Blind Cord Safety, OPSS Media Campaigns, Register My Appliance Scheme) to help improve consumer awareness of product safety issues.</p> <p>Data from council media channels will be collected.</p>	<p>All</p> <p>By: March 2022</p>

<p><b>M</b></p> <p>EU Oversight</p> <p>Work with OPSS to develop competency, capability and capacity to address EU oversight requirements including:</p> <ul style="list-style-type: none"> <li>• Producing an CP Competency framework (Agreed document to be shared with all 11 councils);</li> <li>• Updating CP procedures to take into account the requirements of the NI Protocol (Agreed procedures to be shared with all 11 councils);</li> <li>• Further develop our intel sharing procedure (Agreed intel procedure to be shared with all 11 councils);</li> <li>• Improving Product Safety information on Council's websites (This will increase access to product safety information and guidance for businesses and consumers);</li> <li>• Maintenance of Product Safety Equipment (To ensure equipment is fit for purpose when required).</li> <li>• In conjunction with OPSS, review and amend Incident Management Plan in compliance with PAS 7100 to take account of legislative changes. (Agreed IMP to be shared with all 11 councils).</li> </ul> <p>If a request is received from the EU, Councils will provide any information requested via OPSS.</p> <p>To help fulfil associated obligations under the NI Protocol.</p>	<p>All</p> <p>By: Ongoing</p>
<p><b>N</b></p> <p>Review and amend as necessary all existing Consumer Protection procedures to help ensure consistency between councils.</p>	<p>ALL</p> <p>By: First half of year</p>
<p><b>O</b></p> <p>In conjunction with OPSS, develop an understanding of the MSC regulations and the implications for officers, including developing a 4 year Strategy Plan.</p>	<p>ALL</p> <p>By: By Dec 2021</p>

<p><b>P</b></p> <p>Subject to further funding, complete OPSS returns as required.</p>	<p>ALL By: CC&amp;Gs quarterly</p> <p>Quarterly</p>
<p><b>Q</b></p> <p>Develop EHNI CP Sub Group Annual Plan;</p> <p>Review and amend the plan as required quarterly.</p>	<p>DCSDC, M&amp;EA, BC, A&amp;ND, CC&amp;G, MU, L&amp;C, ABC By: April 21</p> <p>DCSDC, M&amp;EA, BC, CC&amp;G Quarterly</p>
<p><b>R</b></p> <p>In conjunction with OPSS, develop an appropriate reporting Tool for the CP Subgroup – BC, M&amp;EA, DCSDC</p> <p>Review the reporting tool on a quarterly basis and in conjunction with OPSS, amend as required.</p>	<p>BC, M&amp;EA, DCSDC By: April 21</p> <p>BC, M&amp;EA, DCSDC, CC&amp;G By: Quarterly</p>

(breakdown of forecast grant expenditure)

[illegible]

**(ANNEX 6 - GRANT CLAIM FORM specified in Grant Funding Agreement)**

**CLAIM FOR PAYMENT OF GRANT**

**When making a grant claim, invoices should be submitted at the end of each quarter (June, September and December 2021 and March 2022). Each invoice or supporting documentation must contain the following details:**

**Officer Hours:**

Activity relating to referrals:

Total amount of hours, cost per hour, total

Follow up work/administration:

Total amount of hours, cost per hour, total

**Sampling/Testing**

Cost of testing samples taken as part of the programme

Total cost

**Storage/Disposal**

Cost of goods stored and/or disposal of abandoned goods

Total cost

**Other Costs (list)**

To be listed in full

**All the above to be either included on the invoice or provided in supporting documentation.**

When making a Grant claim, as set out in the standard terms and conditions of in the Grant Funding Agreement, We may request and You must supply proof of expenditure and any other supporting documentation as We may require.

REPORTING TOOL DATA REQUIRED

Number of businesses supported with advice and guidance on Product Safety	Number of new locations where goods are released from customs control into free circulation	Number of consignments referred to Ports <i>(4 Councils)</i>	Number of product safety service requests received from Businesses and Consumers	Progress on Market Surveillance Projects <i>(Free text)</i>	Number of products subject to testing  In house  External testing	Number of relevant meetings / events / training sessions attended	EU Oversight Preparation  <i>Select all applicable options</i> (CP Competency Framework, Updating CP Procedures, Intel Sharing, Info on Websites, Equipment Maintenance, Review PAS 7100)	Optional Free Text

# **DATES FOR SUBMISSION TO CAUSEWAY COAST AND GLENS BOROUGH COUNCIL**

Q1 Submission by 23<sup>rd</sup> July 2021 for return by CC&G to OPSS by 31<sup>st</sup> July 2021

Q2 Submission by 15<sup>th</sup> October 2021 for return by CC&G to OPSS by 31<sup>st</sup> October 2021

Q3 Submission by 14<sup>th</sup> January 2022 for return by CC&G to OPSS by 31<sup>st</sup> January 2022

Q4 Submission by 15<sup>th</sup> April 2022 for return by CC&G to OPSS by 30<sup>th</sup> April 2022

## **PAYMENT SCHEDULE**

BEIS will pay the grant on receipt of eligible expenditure claims. Payment will be made in arrears on a quarterly basis (June, September and December 2021, and March 2022).

All claims should be submitted by 31st May 2022 covering the project deliverables outlined in Annex 2(a).



ACCOUNTS PAYABLE  
CLOONAVIN  
66 PORTSTEWART ROAD  
COLERAINE  
BT52 1EY

Telephone: 028 7034 7034

Email: [accountspayable@causewaycoastandglens.gov.uk](mailto:accountspayable@causewaycoastandglens.gov.uk)

## SUPPLIER INFORMATION FORM

Please complete this form and return it to Accounts Payable, either by post or email.

Organisation Name:

Address:

Postcode:

Contact Telephone Number:

Remittance Advice Email Address:

Purchase Order Email Address:

Vat Registration Number:

If you are registered for the Construction Industry Scheme, please fill in your CIS details

Unique Taxpayer Reference Number:

National Insurance Number:

Partnership Number:

Type of Subcontractor:

Bank/Building Society:

Branch:

Account Name:

Sort Code:

Account Number:

Completed By:

Position:

Date:

### Official Use Only:

Supplier Ref:

Created By:

Date:

Checked By:

Date:

### GDPR – COUNCIL'S PRIVACY NOTICE REGARDING HOW YOUR DATA IS HANDLED

Please go to <https://www.causewaycoastandglens.gov.uk/council/publications-policies/privacy-notice-finance>  
Some data may be shared as part of Council's requirement to participate in the National Fraud Initiative. For details please  
see <https://www.causewaycoastandglens.gov.uk/nfi> for further details.

**DATA PROTECTION PROVISIONS MOU FOR DATA SHARING  
(ANNEX 8 from Grant Funding Agreement)**



To: The Chief Executive Officer of Causeway Coast & Glens District Council

cc: The Head of Regulatory Services

**Memorandum of Understanding between Department for Business, Energy & Industrial Strategy (Office for Product Safety & Standards) and Causeway Coast & Glens District Council to undertake:**

**PRODUCT SAFETY PROGRAMME BUILDING CAPACITY AND CAPABILITY IN Northern Ireland – 2021/22**

This MoU is designed to formalise the procedure relating to the exchange of information between the Office for Products Safety and Standards (OPSS) and local authority regulators responsible for product safety and compliance at points of entry into the UK. The purpose of the exchange of information is to facilitate a high level of product safety through interventions at ports and key border points of entry in the UK and to intercept unsafe and non-compliant products before they reach the market.

Specifically, the provision of information about consignments that have been flagged through HMRC databases as meeting previously set national product safety risk priorities that are being imported through a port or entry point within the local authority's jurisdiction. It also covers the reporting of interventions undertaken by the local authority in connection with the import of products into the UK.

Information will only be exchanged where it is lawful to do so. The relevant legal bases are detailed within this agreement.

- HMRC is responsible for the operation of Customs Handling of Import, Export Freight (CHIEF) and the Customs Declaration Service (CDS), which allows electronic processing of 99% of all customs declarations and duty payments. In processing two declarations every second, its speed and sophistication mean every declaration (75 million per year) can be risk assessed, allowing a balance between control and facilitation to be maintained.
- OPSS is responsible for market surveillance in the UK and is also a market surveillance and enforcement authority, as defined by regulations that implement EU product safety and compliance legislation and the Consumer Protection Act 1987 and the General Product Safety Regulations 2015.

- Local authority regulators, trading standards in Great Britain and environmental health in Northern Ireland undertake, along with other regulators that may have jurisdiction, product safety interventions at points of entry into the UK.

This MoU will cover arrangements in respect of the final stages of selection and intervention of goods at the UK border for product safety and compliance reasons. OPSS considers that the disclosure of information to local authorities operating at UK points of entry is necessary and proportionate because of the potential risk to public safety from the release of dangerous and non-compliant goods into the UK market.

### **The Legal Basis for information disclosure**

The disclosure of import information under this MoU will be in accordance with the provisions of Part 9 of the Enterprise Act 2002. Specified information which has come to OPSS in the connection with the exercise of its product safety and compliance functions may be disclosed if one of the permissions contained in Part 9 applies.

The subsequent disclosure of information to which section 237 applies in contravention of section 237(2) is an offence.

### **Other information**

For information not covered by a data gateway detailed above the onus is on OPSS to assess the information it holds, decide if it is in the public interest to disclose the information, ascertain if there are any restrictions that would prevent the disclosure of that information to the relevant local authority and to stipulate what security or confidentiality requirements should accompany access to the data.

### **The Procedures**

Using available intelligence sources OPSS will, in partnership with HMRC, instigate a series of risk priorities that will be implemented in the CHIEF database. Reports of consignments that match those risk priorities will be sent to OPSS for assessment along with import declarations provided by the relevant import agent.

OPSS will disclose to the relevant local authority information about imports which match the risk priorities having regard to any limitations on capability or capacity indicated by the local authority to OPSS in advance.

That information will be in the format of an email sent to a secure local authority email address containing;

- The E2 declaration
- The C88 import declaration
- Any further relevant information

The local authority will provide OPSS information about interventions it conducts at UK points of entry to facilitate an effective intelligence led feedback system and to facilitate any national reporting requirements.

The format for this feedback information will be determined and communicated to all authorities working at ports and border entry points.

The standard operating procedures included in Annex 8 will apply as developed and amended.

### **Security and Assurance**

The local authority agrees to:

- Take responsibility for the information that is disclosed and manage it appropriately within the local authority's information management system.

- Only use the information for purposes in a manner which it is permitted to do by law including forwarding to any other enforcement or market surveillance authorities exercising statutory functions.
- Only hold the data while there is a business need to keep it. Ensure that only people who have a genuine business need to see the data will have access to it and it is stored in a secure environment.
- Prepare for and respond to security incidents and report any data losses, wrongful disclosures or breaches of security relating to information originating from OPSS to the designated contacts immediately (within 24 hours of becoming aware). This includes both advising and consulting with OPSS on the appropriate steps to take, e.g. notification of the Information Commissioner's Office or dissemination of any information to the data subjects.
- Allow OPSS to carry out an audit to help in deciding whether OPSS should continue to provide the data, upon request.
- Provide written, signed assurance that they have complied with these undertakings regularly upon request.

### **Data Protection Legislation**

For the purposes of this MOU, Data Protection Legislation means the UK GDPR, the Data Protection Act 2018 where applicable, the applicable Human Rights Act 1998 and all applicable laws and regulations relating to processing of personal data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner.

Nothing in this Memorandum of Understanding will limit the receiving authorities' legal obligations under the data protection legislation.

For the purposes of this clause, transfers of personal data shall mean any sharing of personal data by the local authority with a third party, and shall include, but is not limited to, granting a third-party controller access to the personal data.

It is envisaged that personal data will be limited to information identifying the consignor and consignee (including the names of living individuals and their addresses) of goods imported into the UK which are the subject of market surveillance and enforcement activities.

It is agreed that all personal data processed is for the performance of a task carried out in the public interest or in the exercise of official authority.

OPSS and the local authority each confirm that all processing of personal data is consistent with their published privacy statements.

Even in the event that the OPSS and the local authority jointly process personal data, each organisation must ensure compliance with all requirements under the data protection legislation and will comply with any obligations imposed on it.

Each party shall ensure that the personal data is:

- (i) Adequate, relevant and limited to what is necessary in relation to the purposes for which the Personal Data is processed under this Agreement; and
- (ii) Accurate and, where necessary, up to date; having taken every reasonable step to ensure that any inaccurate Personal Data (having regard to the purposes for which the personal data is processed under this Agreement) has been erased or rectified.

Each organisation shall, in respect of the personal data, ensure they provide clear and sufficient information to the data subjects, in accordance with the data protection legislation, of the purposes for which they will process their personal data, the legal basis for such purposes and such other information as is required by the data protection legislation if

personal data is to be transferred to a third party, that fact and sufficient information about such transfer and the purpose of such transfer to enable the data subject to understand the purpose and risks of such transfer.

#### **Personal data breaches and reporting procedures**

In the event of any accidental or unlawful destruction, loss, alteration, disclosure or access to personal data, the parties shall each comply with its obligation (where applicable) to report to the Information Commissioner and (where applicable) data subjects and shall each inform the other party without undue delay of such breach irrespective of whether there is a requirement of notification to the Information Commissioner or any data subject.

OPSS and the local authority agree to provide reasonable assistance as is necessary to each other to facilitate the handling of any such breach in an expeditious and compliant manner and agree to provide such assistance as is reasonably required to enable the other party to comply with requests from data subjects to exercise their rights under the data protection legislation within the time limits imposed by the data protection legislation.

In respect of the personal data the parties shall notify each other as soon as reasonably practicable after becoming aware if they:

- (a) received any communication from the Information Commissioner in connection with personal data processed under this Agreement;
- (b) receives a request from any third Party for disclosure of personal data where compliance with such request is required or purported to be required by law;
- (c) becomes aware of a loss of personal data.

In the event the data subjects request further information from either party about how their personal data is being processed, the recipient party shall consult the other party on the content of the response to the data subject.

#### **Freedom of Information Act 2000 (FOIA) and Environmental Information Regulations 2004 (EIR)**

It is the intention of both parties that this MoU can be published as a statement of the cooperation between them and the shared objective of facilitating a high level of product safety and compliance through interventions at ports and border points.

The parties acknowledge that this MoU may be disclosed pursuant to a request made under FOIA and/or EIR.

In the event of one party receiving a request under FOIA and /or EIR that involves disclosing information that has been provided by the other party, it shall inform the other party and consult with it with a view to agreeing a position which is consistent complying with their respective legal obligations and allow it the opportunity to make representations on the potential impact of disclosure.

#### **Reporting and review arrangements**

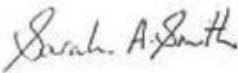
- This agreement covers the period from its signature to 31<sup>st</sup> March 2022
- Each party will be free to propose amendments or additions during the term of the agreement, which will be negotiated and inserted as revised versions of the MoU
- The agreement may be terminated by either party giving 3 months' notice

OPSS and Local Authority representatives will review the content and operation of this and similar MoUs with other ports and borders authorities on a regular basis which will include consideration of whether the information exchange is achieving its objectives and that the security arrangements are appropriate to the risks.

Contacts for the MoU

OPSS	CAUSEWAY COAST & GLENS DISTRICT COUNCIL
Name: Amanda Farrell Email: <a href="mailto:Amanda.farrell@beis.gov.uk">Amanda.farrell@beis.gov.uk</a> Tel: 0121 345 1284	Name: Email: Tel:

Signatories for the MOU

OPSS	CAUSEWAY COAST & GLENS DISTRICT COUNCIL
Signature: 	Signature:
Name: Sarah Smith Deputy Chief Executive Date: 30 <sup>th</sup> June 2021	Name: Date:

## **Standard Operating Procedure – Facilitating Border Controls** **For completion by the four authorities with a port** **(ANNEX 9 of grant funding agreement)**

### **1. Overview**

- This document sets out the working arrangements between The Office for Product Safety and Standards and the Local Authority operating at the point of entry into the UK.
- It outlines how to support and sustain effective and efficient border controls of non-food consumer products arriving in the UK within the area of responsibility of the Local Authority.

### **2. Purpose**

- To ensure that appropriate controls are in place to ensure effective and efficient profiling of consumer products based on a risk based, intelligence led approach.
- To mutually agree on service provision and delivery between OPSS and the Local Authority
- To clarify roles and responsibilities.

### **3. Service Agreement and Assumptions**

#### **OPSS will provide the following activities in support of this arrangement:**

- Provision of import entry documentation via a secure network.
- A detailed risk assessment for each consignment/entry.
- A suitable contact point.
- Quarterly analysis of the effectiveness of profiles.
- Consider, and where justified agree, directly with the Local authority and other relevant partners, urgent changes to profiles.
- Provide information to the Local Authority, in an appropriate timeframe, of any disruption to the provision of import documentation, e.g. ICT failures.

#### **The Local Authority will provide the following in support of this arrangement:**

- Identification of a secure network/mechanism for the receipt of import documentation.
- Contact details (email and/or phone numbers) that can be provided to freight agents who wish to contact the LA for an update on the status of a consignment;
- Management and use of documentation in line with the Memorandum of Understanding
- Respond to OPSS within two hours of receipt of documentation as to whether or not an assessment/intervention will be undertaken. This enables OPSS to facilitate the rapid release of consignments where an intervention is not undertaken.
- Reasons for identified action.

- Notify OPSS of the outcomes of the examination and the results of any assessments/testing that may have been undertaken via the monthly data returns spreadsheet.
- An appropriate point of contact
- Inform OPSS, within an appropriate timeframe, of changes to the availability of the Local Authority officers/capacity to undertake examinations.
- Inform OPSS, within an appropriate timeframe, of any disruption to services, e.g. ICT issues that may impact on the delivery of the service.

#### 4. Service Management

Efficient and effective border controls depend on effective communication and cooperation between both parties and consistent activities and service levels. The following sections provide relevant details on service availability, monitoring of in-scope activities and related components.

##### Service management by the OPSS:

- OPSS will be available by telephone between the hours of 09:00 - 17:00. However, email is the preferred communication route at [opss.enquiries@beis.gov.uk](mailto:opss.enquiries@beis.gov.uk)
- Emails received out of office hours will be stored and a response provided as soon as the office re-opens.

##### Service management by the Local Authority:

- During operational hours the service can be contacted on: [please insert operational contact number].
- [Please insert out of hours contact procedure which might be used in an emergency contact team or answer machine number which is reviewed at the start of the next operational day]
- The Local Authority will be contactable via secure email at [please insert a contact email for the service for internal use] during operational hours.
- Emails received out of office hours will be stored and a response provided as soon as the office re-opens.
- The trade contact point for the Local Authority is [please provide an email or other contact details that can be shared with affected businesses]

##### Document owner

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 The Office for Product Safety and Standards,  
 Cannon House,  
 Birmingham  
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<b>Report to:</b>	Active and Healthy Communities Committee
<b>Date of Meeting:</b>	15 November 2021
<b>Subject:</b>	2021 / 2022 DfC Areas at Risk Funding for Bessbrook and Crossmaglen – Additional Funding Secured
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Julie Mc Cann Head of Community Services, Facilities and Events

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

<b>For decision</b>	<input type="checkbox"/>	<b>For noting only</b>	<input checked="" type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p>NMDDC have received notification of additional DfC funding available for the Areas at Risk programme (AAR).</p> <p>Amended letters of offer for the period 2021 / 2022 will detail and additional £5,000 per location to run community educational programmes for residents from the Crossmaglen and Bessbrook areas.</p> <p>Total funding received is now £29,000 per location by 2 locations = £58,000.</p> <p>Programmes will take place online or within Bessbrook &amp; Crossmaglen Community Centres, depending on Covid 19 restrictions.</p> <p>The programme assists with meeting the Councils corporate objectives by empowering and improving the capacity of our communities.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	<p>6monthly progress reports and financial claims will be submitted to DfC identifying courses organised in the past 6months, funding spent, numbers attending and any relevant issues identified.</p> <p>Throughout the last financial year, a wide range of activities/programmes were rolled out including courses in:</p> <ul style="list-style-type: none"> <li>• Speech and Language</li> <li>• Manicure and Pedicure</li> <li>• Kids Summer Fitness camps</li> <li>• Kids Fishing camps</li> </ul> <p>Participation targets were met and the full amount of grant aid was claimed.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	That the Committee note:

	An additional £5,000 per location, in addition to the £24,000 previously secured to run educational programmes for residents from the Crossmaglen and Bessbrook areas, through DFC Areas at Risk Scheme.
<b>4.0</b>	<b>Resource implications</b>
4.1	Area manger Officer time
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>

	<p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
<b>7.0</b>	<b>Appendices</b>
	None
<b>8.0</b>	<b>Background Documents</b>
	None

<b>Report to:</b>	Active Healthy Communities
<b>Date of Meeting:</b>	15 <sup>th</sup> November 2021
<b>Subject:</b>	Financial Assistance
<b>Reporting Officer (Including Job Title):</b>	Janine Hillen Assistant Director Community Engagement
<b>Contact Officer (Including Job Title):</b>	Sonya Burns – Head of Programmes Ciara Burns – Project Coordinator

For decision		For noting only	X
1.0	<b>Purpose and Background</b>		
1.1	<b>ERT Emergency call</b> We are assisting ERT through the EGMS to issue an emergency call for funding. The call theme Tourism Events will be issued through an emergency response process outside of the Financial Assistance policy similar to that of the first COVID response funding. The Director of ERT will approve panel decisions and letters of offer issued thereafter. Results will be brought back to ERT for noting. Call opens mid November and closes end of November with another opening if required.  <b>Call 1</b> A series of roadshows are being organised virtually to engage with potential applicants around the Call 1 themes. These will be throughout December and January with a Capital specific workshop for groups wishing to apply under the Community and Sports capital grants. We will also be uploading a training powerpoint on the Council website for ongoing support outside of that which is already available through officers.  <b>Guidance and Procedures review</b> A review of the guidance notes and procedures for administering the Financial Assistance programme is being undertaken. This will entail feedback to date from groups, budget holders and staff around the new policy and procedures. We want to ensure the process is as streamlined as possible for all users by utilising feedback provided.		
2.0	<b>Key issues</b>		
2.1	<ul style="list-style-type: none"><li>▪ Continued organisation and coordination of workshops to ensure maximum participation.</li><li>▪ ERT to advertise and promote the emergency call and the Programmes Unit will assist with the process.</li></ul>		
3.0	<b>Recommendations</b>		
3.1	<ul style="list-style-type: none"><li>• Report for noting.</li></ul>		
4.0	<b>Resource implications</b>		
4.1	<b>Revenue/Payroll:</b> ERT budget  <b>Capital:</b>		
5.0	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>		

5.1	<p><b>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
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6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p> <p>None</p>
8.0	<p><b>Background Documents</b></p> <p>None</p>