

NEWRY MOURNE AND DOWN DISTRICT COUNCIL

Minutes of Strategy Policy & Resources Committee Meeting held on Thursday 17 December 2015 at 3.00pm in the Mourne Room, Downshire Civic Centre, Downpatrick.

In the Chair : Councillor R Burgess

In Attendance:	Councillor S Burns	Councillor M Carr
	Councillor W Clarke	Councillor G Craig
	Councillor L Kimmins	Councillor B Ó'Muirí
	Councillor H Reilly	Councillor M Ruane
	Councillor B Walker	

Also in Attendance:	Councillor T Andrews	Councillor N Bailie
	Councillor C Enright	Councillor H Harvey
	Councillor T Hearty	Councillor P Ó'Gribín
	Councillor JJ Tinnelly	

Officials in Attendance:

Mr L Hannaway, Chief Executive
 Mr E Curtis, Director of Strategic Planning & Performance
 Mr C O'Rourke, Director of Regulatory & Technical Services
 Mr R Dowey, Head of Finance
 Ms V Keegan, Marketing Manager
 Ms R Mackin, Assistant Director, Corporate Planning and Policy
 Ms H McKee, Assistant Director, Community Planning
 Mr E McManus, Capital Projects
 Mr P Green, Legal Advisor
 Mr J McBride, Change Manager
 Mr A Hay, Development Plan Manager
 Mr M McQuiston, Senior Planning Officer
 Ms S Burns, Programmes Manager
 Mr C Moffett, Equality Officer
 Ms J McCabe, Diversity & Inclusion Projects Co-ordinator
 Mrs E McParland, Democratic Services Manager
 Mrs C Taylor, Democratic Services Officer
 Miss S Taggart, Democratic Services Officer

SPR/227/2015:- APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillor D Curran and Councillor C McGrath.

SPR/228/2015:- DECLARATIONS OF INTEREST

The Chief Executive, Mr Hannaway, declared an interest in the item: SPR/239/2015 - Forkhill Peadar O'Doornin GAA – Lease of Soccer Field Situated alongside the Club Grounds at Bog Road, Forkhill, as a family member was in the aforementioned GAA.

Councillor Burns declared interests in Item SPR/265/2015 – Social Investment Fund and Item SPR/267/2015 – Financial Assistance.

Councillor Ruane declared an interest in SPR/267/2015 – Financial Assistance.

SPR/229/2015:- ACTION SHEET OF THE STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 12 NOVEMBER 2015

Read: Action Sheet of the Strategy, Policy and Resources (SPR) Committee Meeting held on 20 November 2015.

Noted: The Action Sheet was NOTED.

SPR/230/2015:- LOCAL DEVELOPMENT PLAN: PREPARATORY STUDIES – PAPER 5: TRANSPORTATION

Read: Newry, Mourne and Down Local Development Plan Preparatory Studies – Paper 5: Transportation (copy circulated)

Mr A Hay presented the Local Development Plan: Preparatory Studies – Paper 5: Transportation stating the studies were essential in providing the evidence base for preparing the Local Development Plan. He advised the paper provided an overview of the regional planning and roads policy in relation to transportation and asked that Members note the contents of the report.

Members discussed the issue at length, raising the following questions:

- A7 upgrade is not mentioned within the report, should this not be in the Local Development Plan?
- What did developer-led mean?

- Eastern Link Road was the only road which had not been developed out of the last area plan, what was being done to rectify this?
- South Armagh area was not mentioned, the road infrastructure was particularly bad with no transport links to the city.
- How often would Councillors be given updates on the local development plan?
- There needs to be increased park and ride locations throughout the District. Car parks were full of people who parked their cars and travelled to Belfast. Connectivity needed to be investigated, dual carriageway from Downpatrick to Newry was required.
- Warrenpoint should not be put in with Newry it is a town of over 8000 people and may lose out on tourism etc.

Mr Hay responded to the queries as follows:

- The A7 was referred to within the papers however Council only had a role to lobby on roads issues.
- Developer-led referred to the improvements in developments which depend upon a contribution from developers.
- Until the new development plan is adopted, the existing plans remained as the development plans for the area.
- There was a clear link between community planning and the local development plan and the rural issue had been made reference to. It was very difficult to get across the District and the rural population needed to be consulted with.
- Presentations would be coming forward over the next few months and consultation with Members would be on-going.
- There were a number of issues that needed engagement and lobbying with TransportNI. The usage of park and ride facilities needed to be encouraged in order to reduce the number of cars on the road.
- Warrenpoint was clustered with Newry due to its regional significance as the South Eastern Gateway to Northern Ireland.

Noted: **The Local Development Plan Preparatory Studies – Paper 5: Transportation was NOTED.**

SPR/231/2015 **LOCAL DEVELOPMENT PLAN: SUSTAINABILITY APPRAISAL INCORPORATING STRATEGIC ENVIRONMENTAL ASSESSMENT – AN OVERVIEW**

Read: Report from Mr A McKay, Chief Planning Officer, dated 17 December 2015 on the Local Development Plan Preparatory Studies Sustainability Appraisal incorporating Strategic Environmental Assessment – An Overview.

Mr M McQuiston, Senior Planning Officer, made a presentation on the Local Development Plan Preparatory Studies Sustainability Appraisal incorporating Strategic Environmental Assessment – An Overview.

Questions from Members were answered as follows:

- The purpose of the report was to highlight the process. The Local Development Plan had set steps to work through, which would each be tested through sustainability. This process had not yet commenced, but it would look at the options and fully appraise them to establish how sustainable they would be.
- Officers were obliged to follow what was laid down in EU and national legislation.
- Membership of the Steering Group was heavily weighted in terms of the Environmental Sector, but it was not a finalised list and the sustainable appraisal also encompassed social and economic factors.
- Social issues would be identified within the Local Development Plan, including what indicators were used to measure the process.

NOTED: Councillor Enright raised concerns regarding the need to address climate change and said parts of sustainability were missing from the report.

Noted: “The Local Development Plan Preparatory Studies Sustainability Appraisal incorporating Strategic Environmental Assessment – An Overview” was NOTED.

SPR/232/2015 **PRESENTATION OF FINAL DIRECTORATE BUSINESS PLAN – STRATEGIC, PLANNING AND PERFORMANCE**

Read: Presentation of final Directorate Business Plan - Strategic Planning and Performance.

NOTED: Mr J McBride, Changer Manager, outlined the purpose of the Strategic Planning and Performance Directorate. He advised this was an annual plan which would be reviewed in January 2016 and a new plan brought back for 2016/17.

Agreed: It was agreed on the proposal of Councillor Craig, seconded by Councillor Walker, that the Final Directorate Business Plan – Strategic, Planning and Performance be approved.

MARKETING AND COMMUNICATIONS

SPR/233/2015

BRAND MANAGEMENT – SIGNAGE PROPSALS

Read: Report from Ms V Keegan, Marketing Manager, dated 17 December 2015, on Brand Management – Signage Proposals.

NOTED: in response to a query from the Chair, Councillor Burgess regarding the cost of the signage, Ms Keegan explained each boundary sign cost £733, and 18 were required, a cost of £16,000 in total.

Councillor Reilly stated his opposition to the signage, saying he believed it would create an atmosphere for the unionist communities. Councillors Walker and Burgess also expressed concerns, saying they had no issue with the Irish language, but it should not be forced upon people who did not want to use it. Councillor Walker said the Council should start with the boundary signs and then gauge reaction, proceeding in a phased way.

Councillor Ó'Muirí said it was not an insult to unionists to put up signs with the Irish language on as the language was for everyone to use. He referred to the Council's bilingual policy, saying it was admirable the Council had made a collective decision to approve it.

Councillor Ó'Muirí proposed the application of the Newry, Mourne and Down District Council corporate identity to the Council's signage.

Councillor Craig said this proposal was not being introduced in the right way and he wished to see aspects of the Bilingual Policy adhered to in a way that recognised the concerns of the protestant, loyalist and unionist communities, which was not being done.

Councillor W Clarke referred to the excellent engagement work being carried out in East Belfast by Linda Ervine, which had been presented to the legacy Down Council. He referred to the townlands and mountain ranges with names based on the Irish language, linking into the Ulster Scots and making this part of the Strategy moving forward. He said further discussions were required through the Equality Forum. Councillor Clarke seconded Councillor Ó'Muirí's proposal.

In response to concerns from Councillor Carr, Ms Keegan advised that the design of the road signs were governed by planning regulations.

The Chairperson put the proposal by Councillor Ó'Muirí, seconded by Councillor W Clarke to a vote, the results of which were as follows:

FOR: 5
AGAINST: 4
ABSTENTIONS: 0

The Motion was CARRIED

Agreed: It was agreed on the proposal of Councillor Ó'Muirí, seconded by Councillor W Clarke, that the application of the Newry, Mourne and Down District Council corporate identity to the Council's signage, be approved.

FACILITIES MANAGEMENT AND MAINTENANCE

SPR/234/2015 PROPOSED OVERSPEND FOR PROVISION OF BUS SHELTERS

Read: Report from Mr K Scullion, Facilities Manager, dated 17 December 2015 on the proposed overspend to accommodate requests for new Bus Shelters.

The Director of Regulatory and Technical Services, Mr O'Rourke, explained that a further £30,000 was being proposed to be made available for provision of bus shelters as there was only currently £5,000 in the budget.

Councillor Craig said Transport NI had a responsibility and he proposed that Council to follow up with Transport NI regarding funding for bus shelters and also include the larger amount in this year's Capital budget of £30,000.

Councillor Walker seconded Councillor Craig's proposal and in doing so, queried why it was Council's responsibility to provide bus shelters when it was Translink who picked up the passengers. He said it was not the sole responsibility of the ratepayer to fund the bus shelters. He proposed that Council meet with senior officials from Translink regarding collaborative working and that the matter also be brought to the attention of the DRD Minister.

Councillors Carr and W Clarke also expressed concerns on the matter of the increased budget, the cost per bus shelter and that it was Translink's responsibility to put the infrastructure in place.

Councillor W Clarke proposed that bus shelters should be looked at as economic generators and advertising on them be investigated. This was seconded by Councillor Burns.

Councillor Walker suggested AdShel, who provided bus shelters free of charge in some areas, be approached by Council.

Councillor Craig accepted Councillor W Clarke's amendment.

The Director advised that Council was empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the Department of Regional Development to erect and maintain on any road within the district, shelters for the protection from weather of persons waiting to enter public service vehicles. He said that DRD and Transport NI had no empowerment or responsibility to provide bus shelters, although officers could meet with them to discuss the issue.

In response to queries from Members, the Director clarified that old bus shelters could not be moved, only the new ones were removable and health and safety standards and issues had to be taken into account when considering the material used for new bus shelters. He clarified the cost of one bus shelter, which was £5,000.

Agreed: **It was agreed on the proposal of Councillor Craig, seconded by Councillor Walker:**

- **That Council officials meet with senior officials of Transport NI to investigate funding for bus shelters.**
- **That correspondence be sent to the DRD Minister advising of Council's concerns regarding responsibility for bus shelters.**
- **That advertising on bus shelters be investigated.**
- **That the overspend of approximately £30,000 in this year's Capital Budget for Bus Shelters, be approved.**

ESTATE

SPR/235/2015

ST MARY'S PRIMARY SCHOOL

Read: Report from Mr E Curtis, Director of Strategic Planning and Performance, dated 17 December 2015 regarding the former St Mary's Primary School Site

Councillor Reilly proposed that Council officials be given approval to complete an options paper for Council to consider in light of the decision by the site owners not to sell the St Mary's site to Newry, Mourne and Down District Council. Councillor Burns seconded Councillor W Clarke's amendment.

Councillor Burns proposed an amendment to Councillor Reilly's proposal; that the consultants appointed to develop a major investment strategy for the new Newry, Mourne and Down District Council region regarding the Newry Civic Building/Area Investment Plan, be appointed to complete the options paper. Councillor W Clarke seconded Councillor Burns' proposal and said a paper was required that could deliver adequate leisure provision for Newcastle and the surrounding areas.

Mr Curtis advised Councillor Burns' amendment could not be accepted as it would have the effect of directly negating Councillor Reilly's proposal. Councillor Reilly said he wished to withdraw his proposal in order to accommodate the way forward being requested by Councillor Burns. This was agreed to by Councillor Ó'Muirí and the motion was accordingly withdrawn.

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor W Clarke, that the consultants appointed to develop a major investment strategy for the Newry Civic Building/Area Investment Plan, complete an options paper for Council to consider in light of the decision by the site owners not to sell the St Mary's site to Newry, Mourne and Down District Council**

SPR/236/2015 **COUNCIL LAND AT CARNBANE PLAYING FIELDS NEWRY – JG035 BALLYDOUGAN TO NEWRY SMT – PHASE 2A**

Read: Report from Mr R Dowey, Head of Finance and Mr E Curtis, Director of Strategic Planning and Performance, dated 17 December 2015, regarding Compensation for NI Water Scheme on Council Land at Carnbane Playing Fields.

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Ó'Muirí, that the compensation of £5,250 offered for the NI Water Scheme at Carnbane Playing Fields, Newry, be accepted.**

SPR/237/2015 **KILKEEL FORMER CINEMA/TOWN HALL BUILDING AND YARD**

Read: Report from Mr E Curtis, Director of Strategic Planning and Performance, dated 17 December 2015, regarding Kilkeel Town Hall

Councillor Reilly asked that the community group in Kilkeel who had received funding for Shared Space, but had not obtained planning permission for a site for a Community Centre, should be advised of the potential availability of this property.

The Director confirmed officers would follow up on this matter.

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane, that discussions be entered into with interested parties regarding possible future uses for this property and reported through Active and Healthy Communities Meeting.**

SPR/238/2015 EXPANSION OF DOWNSHIRE OFFICE ACCOMODATION

Read: Report from Mr E Curtis, Director of Strategic Planning and Performance, dated 17 December 2015, regarding the expansion of offices at Downshire Civic Centre

Mr Curtis advised Members that he wished to continue talks with the South Eastern Health and Social Care Trust and further advised that officials had undertaken further negotiations with them regarding a social enterprise coffee bar, which would be brought back to Strategy, Policy and Resources in January.

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane, that negotiations commence with the Trust and Land & Property Services regarding the current valuation.**

SPR/239/2015 FORKHILL PEADAR O'DOIRNIN GAA – LEASE OF SOCCER FIELD SITUATED ALONGSIDE THE CLUB GROUNDS AT BOG ROAD FORKHILL

Read: Report regarding Forkhill Peadar O'Doornin GAA – lease of soccer field situated alongside the club grounds at Bog Road, Forkhill.

The Chief Executive, Mr Hannaway, declared an interest in this item of business, as a family member was in the above mentioned GAA and left the meeting during discussion on the matter.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane, that officials discuss the matter with the Carbane League and bring this back to Committee in January 2016.

SPR/240/2015 BALLYNAHINCH COMMUNITY FACILITY

Read: Report from Mr E Curtis, Director of Strategic Planning and Performance, dated 17 December 2015, regarding Ballynahinch community facility.

Councillor Burns proposed:

1. That Council consider the lease of land in Council ownership in Ballynahinch to local Community Group to develop a community facility.
2. That Council officers assist the local Community Group with applications to various funding agencies, Peace IV, etc.

Councillor Burns said he was not proposing approval of recommendation 3 in the Officer's report as he did not agree with its content as there was no design proposal available as yet, and this should be revisited the following year.

Mr Curtis advised the £300,000 would be included in the 2016/17 rates subject to a strong economic business case.

Councillor Craig said the Edge Community Group had done excellent work in Ballynahinch and should be encouraged and supported going forward.

Councillor Walker concurred with Councillor Craig, saying the Community Group should receive every assistance possible from the Council.

Councillor Ruane seconded Councillor Burns' proposal.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane,

1. That Council consider the lease of land in Council ownership in Ballynahinch to Local Community Group to develop a community facility.
2. That Council officers assist the Local Community Group with applications to various funding agencies, Peace IV, etc.

SPR/241/2015 REMEDIAL WORKS TO CASTLEWELLAN LIBRARY

Read: Report by Ms A Robb, Assistant Director of Corporate Services, dated 17 December 2015, regarding remedial works to Castlewellan Library.

Agreed: It was agreed on the proposal of Councillor Reilly, seconded by Councillor Burns, that approval be granted to the Education Authority, to use Council land adjacent to Castlewellan Library for the purpose of undertaking remedial works to this building, subject to the Council receiving payment for use of its land.

SPR/242/2015 REQUEST TO PURCHASE LAND/RIGHT OF WAY AT NEW LINE PLAYGROUND, SAINTFIELD

Read: Report from Ms A Robb, Assistant Director of Corporate Services, dated 17 December 2015, regarding the request to purchase land/right of way at New Line Playground, Saintfield.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane, that the request from Mr Johnston to acquire a strip of land at New Line Playground, Saintfield be refused with regret, pending completion of the Council's Play Area Strategy.

SPR/243/2015 WALKWAY AT DUNDRUM TRANSFER OF LIGHTING

Read: Report from Ms A Robb, Assistant Director of Corporate Services, dated 17 December 2015, regarding the walkway at Dundrum - Transfer of Lighting.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor W Clarke, that expenditure in the sum of £2,350.12 plus VAT and £3,000 for the supply and installation of electrical cubides at two locations and electricity supply for lighting of the Walkway at the Quay, Dundrum, be approved.

SPR/244/2015 PROGRESS REPORT ON VICTORIA LOCK

Read: Report from Mr E Curtis, Strategic Director of Performance and Planning, dated 17 December 2015, regarding progress on works being undertaken at Victoria Lock, Newry.

Mr Curtis explained further details would be brought back to Committee in January 2016.

Members expressed concerns over the extra costs required by the contractor.

Mr E McManus, Capital Projects Officer, gave Members an overview of the issues contributing to the compensation event.

Noted: **The content of the report was noted and further details on compensation events/additional costs for Victoria Lock Refurbishment Scheme awaited.**

SPR/245/2015 **NEWRY LEISURE CENTRE PHASE 2 – EXTERNAL WORKS AND FENCING**

Read: Report from Mr E Curtis, Strategic Director of Performance and Planning, dated 17 December 2015, regarding Newry Leisure Centre Phase 2 – External Works and Fencing.

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane, that the following Capital Budget request be referred to the draft Rate Estimates for 2016/17 for consideration:-**

2016/17 £200,000 for external works/fencing
2017/18 £110,000 Newry Leisure Centre – Phase 2

SPR/246/2015 **NEWRY CIVIC CENTRE AND AREA INVESTMENT**

Read: Report from Mr E Curtis, Strategic Director of Performance and Planning, dated 17 December 2015, regarding Newry Civic Building/Area Investment Plan

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane:-**

- **That specialised consultants be appointed to develop an investment strategy (the former St Mary's Primary School Site recommendation refers – SPR/236/2015)**
- **That a group of Councillors be appointed to support officers and consultants in a new Strategy (Councillors Carr, Stokes, Craig).**

Councillor Burns advised Sinn Fein would come back with nominees. Mr Curtis advised that the other Parties who were not present would be invited to make nominations.

SPR/247/2015 SAINTFIELD DEVELOPMENT ASSOCIATION – PROGRESS REPORT

Read: Report from Mr E Curtis, Strategic Director of Performance and Planning, dated 17 December 2015, regarding Saintfield Development Association.

Agreed: It was agreed on the proposal of Councillor Burgess, seconded by Councillor Burns that approval be given to the following:

- An Economic Appraisal/Business case for a Community/Leisure facility at Saintfield.
- Saintfield Development Association to avail of Local Enterprise Centre Social Enterprise Officer to advise on Business Plan.
- Newry, Mourne and Down District to publically advertise an Expression of Interest for interested parties to enter into a Joint Venture for a Community/Leisure Centre at Saintfield.

FOR DISCUSSION/DECISION

SPR/248/2015 AGREE DATE FOR STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING MARCH 2016

NOTED: The Strategy, Policy and Resources Committee in March was programmed for Friday 18 March, the 17 March being a public holiday. The alternative date available was Tuesday 16 March at 2pm.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane, that the Strategy, Policy and Resources in March be held on Tuesday 16 March 2016 at 2pm.

SPR/249/2015 SCHEDULE OF MEETINGS FOR MAY 2016 – MAY 2017

Read: Report from Mr L Hannaway, Chief Executive, dated 17 December 2015, regarding Council and Committee Meetings: May 2016 – May 2017.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane, that the draft timetable for Council and Committee meetings May 2016 – May 2017, be approved.

SPR/250/2015 DOWNSHIRE CIVIC CENTRE – SMOKE FREE ZONE

Read: Report from Mr E Curtis, Strategic Director of Performance and Planning, dated 17 December 2015, regarding Downshire Civic Centre – Smoke Free Zone.

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Ruane, that Downshire Civic Centre be included in the Department of Health’s Smoke Free Zone.**

SPR/251/2015 EMERGENCY PLANNING

Read: Report from Mr L Hannaway, Chief Executive, dated 17 December 2015, regarding Emergency Planning.

Noted: **The recommendations contained in point 1.6 of Appendix 1 (copy previously circulated), were noted.**

SPR/252/2015 DERRYLECKAGH SPORTS PROJECT

Read: Report from Mr E Curtis, Director of Strategic Planning and Performance, dated 17 December, regarding Derryleckagh Sports Project.

Councillors Ruane and Carr expressed concerns over this item of business, saying that a similar proposal had come forward in Warrenpoint involving GAA, the high school, soccer club and another organisation.

Mr Curtis said this proposal had come from some of the clubs, who had asked officials to meet with them and responsibility lay with the Council to advise them of grant funding.

Agreed: **It was agreed on the proposal of Councillor Ruane, seconded by Councillor Carr, that the report be noted, and a further report be brought back to the most relevant Committee.**

SPR/253/2015 NEWRY STREET UNITED SHARED SPACES PROEJCT

Read: Report from Mr E Curtis, Director of Strategic Planning and Performance, dated 17 December 2015, regarding Newry Street United.

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Craig, that:**

- Financial support to Newry Street United to assist with redevelopment of a play area in Kilkeel at an approximate cost of £30,000 (Group to provide £50,000)
- Recommend referring to 2016/17 Rates Estimates.
- 25 year lease of property in Kilkeel for development of a Community Centre funded by Spaces and Places £350,000.
- Council assistance with Capacity Building of the Community Association.
- Council to maintain play area at completion of redevelopment.

SPR/254/2015 REVIEW OF BUSINESS RATES:THE CASE FOR CHANGE - SEMINAR

Read: Report from Mr R Dowey, Head of Finance regarding appointing delegate/s to seminar entitled "Review of Business Rates: The Case for Change" being held on Tuesday 12 January 2016 at Riddel Hall, Queen's University, Belfast.

Mr Dowey advised that the cost of the above conference would be £125+VAT.

Agreed: It was agreed on the proposal of Councillor Carr, seconded by Councillor Ruane, that approval be given for a representative from each Party to attend the "Review of Business Rates: The Case for Change" conference at a cost of £125 + VAT per delegate.

SPR/255/2015 SIX MONTH REPORT ON CORPORATE PLAN (2015-2019)

Read: Report dated from J McBride, Change Manager and Ms R Mackin, Assistant Director, Corporate Planning & Policy dated 17 December 2015 regarding the Six-Month Performance Report and Annual Review of the Corporate Plan.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor Craig:-

- That the six-month performance report on the Corporate plan (2015-19), be approved.
- The arrangements for its annual review be approved as detailed in the report (previously circulated)

SPR/256/2015 POLICY AND PROCEDURE ON UNACCEPTABLE ACTIONS OR BEHAVIOUR BY COMPLAINTS

Read: Report dated from Ms A Robb, Assistant Director of Corporate Services, dated 17 December 2015, regarding the Policy and Procedures on Unacceptable Actions or Behaviour by Complainants.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor Craig, that approval be given to the Draft Policy and Procedures on Unacceptable Behaviour by Complainants.

CORPORATE SERVICES – HUMAN RESOURCES

SPR/257/2015 SAFEGUARDING AND PHOTOGRAPHY OF CHILDREN

Read: Report from Ms C Miskelly, Assistant Director of Corporate Services (Human Resources), dated 17 December 2015 regarding Safeguarding – Photography and Council Use of Photographs of Children.

Agreed: On the proposal of Councillor Burns, seconded by Councillor W Clarke, that a revision to Part 6 of the Council's Safeguarding Policy to allow for the use of the consent form provided at Appendix 2 (previously circulated), be accepted.

CORPORATE SERVICES – FINANCE

SPR/258/2015 TREASURY MANAGEMENT SERVICES ARMAGH CITY, BANBRIDGE AND CRAIGAVON BOROUGH COUNCIL

Read: Report from Mr R Dowey, Head of Finance, dated 17 December 2015, regarding the Treasury Management Services Armagh City, Banbridge and Craigavon Borough Council.

Noted: It was noted that a contract was awarded to Arlington Close at a figure of £4,750 per annum.

SPR/259/2015 TENDERS AWARDED TO 30 NOVEMBER 2015

Read: Report from Mr R Dowey, Head of Finance, dated 17 December 2015, regarding the Tenders Awarded up to 30 November 2015.

Noted: It was noted at Appendix 1 (previously circulated), the current Tenders anticipated over £30K up to 30 November 2015.

SPR/260/2015 REPORT FROM PROCUREMENT

Read: Report from Mr R Dowey, Head of Finance, dated 17 December 2015, regarding Procurement.

Noted: **The report from Procurement was noted.**

SPR/261/2015 **MANAGEMENT ACCOUNTS FOR 7 MONTHS ENDED 30 OCTOBER 2015**

Read: Spreadsheet regarding Net Revenue Expenditure Report Year to Date: 31 October 2015 (tabled at the meeting)

The Head of Finance took the Members through the above mentioned spreadsheet highlighting any anomalies and the reasons for these.

Noted: **The Net Revenue Expenditure Report Year to Date 31 October 2015, was noted.**

EQUALITY

SPR/262/2015 **EUROPEAN RURAL NETWORK FOR JOB MOBILITY – ERN4MOB PROJECT**

Read: Report from Ms J McCabe, Diversity & Inclusion Projects Co-ordinator, dated 17 December 2015, regarding the European Rural Network for Job Mobility – ERN4mob Project

The Diversity & Inclusion Projects Co-ordinator, Ms J McCabe advised Members that the kick-off event which she was seeking approval for, was 100% funded and there would be no cost to Council.

Agreed: **It was agreed on the proposal of Councillor Burns seconded by Councillor Craig, that approval be given for the Chair of SPR Committee, Director of SPP and Project Co-ordinator to attend a project kick-off meeting in February 2016.**

SPR/263/2015 **DECADE OF CENTENARIES PROGRAMME 2016**

Read: Report by Mr C Moffett, Equality Officer, dated 17 December 2015, regarding the Decade of Centenaries Programme 2016 including arrangements for programmes to be funded through the Good Relations Strategy and Museum Projects Budget and allocated Financial Assistance through the Councils Grant Scheme.

Noted: The report, outlining the current overview of Newry, Mourne and Down District Council's proposed activities during 2016 in relation to the Decade of Centenaries 2016 (Easter Rising and Somme), was noted.

COMMUNITY PLANNING AND WELL-BEING

SPR/264/2015 DRAFT TERMS OF REFERENCE FOR THE HEALTH FORUM

Read: Report from Ms H McKee, Assistant Director of Community Planning, dated 17 December 2015, regarding the Draft Terms of Reference for the proposed Newry, Mourne and Down Health Forum.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor W Clarke;-

- That approval be given to the Draft Terms of Reference for the Health Forum.
- That approval be given to the first Task and Finish Forum to advocate for continued A&E provision and Stroke Services at Daisy Hill Hospital.

GRANT AIDED PROGRAMMES

Councillor Burns declared an interest in Agenda items 15a and 15b and retired from the meeting.

SPR/265/2015 SOCIAL INVESTMENT FUND

Read: Report from Ms S Burns, Programmes Manager, dated 17 December 2015, regarding the Social Investment Fund.

The Director of Strategic Performance and Planning advised Members that regarding the South Eastern Zone Capital Projects, Council had taken responsibility of the management of Kilcooley, Bangor 3G pitch facility and senior officials would be meeting with the Castlewellan Community Partnership to look at the possibility of management. This would help the groups, take away the risk and maintain the buildings in an acceptable way.

The Programmes Manager referred to the revenue projects and requested the legacy Councillors from the Newry & Mourne area to provide her with details of potential small community projects in super output areas as designated by NISRA.

In reply to a query from Councillor W Clarke, Ms Burns clarified that it was only areas within the legacy Newry and Mourne District which were eligible for this funding.

Agreed: It was agreed on the proposal of Councillor W Clarke, seconded by Councillor Ruane, that officials meet with the Castlewellan Community Partnership to look at the management possibility.

Agreed: It was agreed on the proposal of Councillor W Clarke, seconded by Councillor Brown, that the report be noted.

SPR/266/2015 **PEACE IV**

Read: Report from Ms S Burns, Programmes Manager, dated 17 December 2015, regarding PEACE IV.

Agreed: It was agreed on the proposal of Councillor Ruane seconded by Councillor Craig, that officers proceed with the consultation process and submit the application to Council for approval prior to submission.

SPR/267/2015 **FINANCIAL ASSISTANCE**

Read: Report from Ms S Burns, Programmes Manager, dated 17 December 2015, regarding Financial Assistance.

Councillor Ruane declared an interest in this item of business.

Agreed: It was agreed on the proposal of Councillor W Clarke, seconded by Councillor Brown, that :-

- Approval be given to fund 18 applications to the value of £39,416.90.
- Retrospective approval be given to 2 advances – 2 groups have requested additional assistance in terms of an advance. To enable the projects to proceed, Safer Warrenpoint has been provided with 100% advance and Newtownhamilton Community Association with 75% advance payments.

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2015

SPR/268/2015 **ADVERTISING OF STATUTORY NOTICES**

Read: Report from Ms V Keegan, Marketing Manager, Mr J McBride, Change Manager and Mr C Moffett, Equality and Policy Officer, dated 17 December 2015, regarding the Review of Statutory Advertising

Agreed: On the proposal of Councillor Craig, seconded by Councillor Brown, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - Information relating to the financial of business affairs of any particular person (including the Council holding that information).

Agreed: On the proposal of Councillor Brown, seconded by Councillor Craig, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairman reported that it had been agreed on the proposal of Councillor Brown, seconded by Councillor Ruane, that the recommendations within the report be accepted relating to provision of advertising services.

SPR/269/2015 PROVISION OF ADVERTISING SERVICES

Read: Report from Ms V Keegan, Marketing Manager, dated 17 December 2015, regarding the Provision of Advertising Services

Agreed: On the proposal of Councillor Craig, seconded by Councillor Brown, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - Information relating to the financial of business affairs of any particular person (including the Council holding that information).

Agreed: On the proposal of Councillor Brown, seconded by Councillor Craig, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairman reported that it had been agreed on the proposal of Councillor W Clarke, seconded by Councillor Brown, that approval be given to the recommendations contained within the report relating to the provision of advertising services.

SPR/270/2015 APPOINTMENT OF INDEPENDENT EXPERT ASSISTANCE - PLANNING

Read: Report from Mr L Hannaway, Chief Executive , dated 17 December 2015, regarding the Appointment of Independent Expert Assistance - Planning

Agreed: **On the proposal of Councillor Craig, seconded by Councillor Brown, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - Information relating to the financial of business affairs of any particular person (including the Council holding that information).**

Agreed: **On the proposal of Councillor Brown, seconded by Councillor Craig, it was agreed the Committee come out of closed session.**

Agreed: **When the Committee came out of closed session, the Chairman reported that it had been agreed on the proposal of Councillor Ruane, seconded by Councillor W Clarke, that approval be given to the recommendations contained within the report in relation to the appointment of independent expert assistance for planning, by a single tender action.**

The meeting concluded at 7.00pm

For consideration at the Council Meeting to be held on 4 January 2016.

Signed: **Councillor Robert Burgess**
Chairperson

Signed: **Eddy Curtis**
Director of Strategic Planning and Performance

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Ref: AHC/2015

**Minutes of Active and Healthy Communities Committee Meeting held on
Monday 21 December 2015 at 6.00pm in the Commedagh Room,
Downshire Civic Centre, Downpatrick**

Chairperson: Councillor L Kimmins

In attendance: (Councillors)

Councillor S Burns	Councillor M Carr
Councillor L Devlin	Councillor C Enright
Councillor G Fitzpatrick	Councillor V Harte
Councillor H Harvey	Councillor D Hyland
Councillor K Loughran	Councillor B Ó'Muirí
Councillor D Taylor	Councillor W Walker

Non-Committee Members: Councillor Andrews

Officials in attendance:

- Mr L Hannaway, Chief Executive
- Mr M Lipsett, Director of Active and Healthy Communities
- Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing)
- Mr R Moore, Assistant Director of Active and Healthy Communities (Leisure and Sport)
- Mr P Power, Sports Officer
- Mrs E McParland, Democratic Services Manager
- Miss S Taggart, Democratic Services Officer

AHC/99/2015: APOLOGIES AND CHAIRPERSON'S REMARKS

An apology was received from Councillor Sharvin.

AHC/100/2015: DECLARATIONS OF INTEREST

Councillor Enright declared an interest in Item 6 on the agenda: Adjustment to Affordable Warmth Programme as he had previously received a grant from the programme.

AHC/101/2015: ACTION SHEET OF THE ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING HELD ON 16 NOVEMBER 2015

Read: Action Sheet of the Active and Healthy Communities Committee Meeting held on 16 November 2015. (Copy circulated).

Noted: The Action Sheet was NOTED.

AHC/102/2015 REQUEST TO MAKE PRESENTATIONS TO AHC COMMITTEE

Mr Lipsett advised Stepping Stones and Clanrye Family Foundations had requested to attend the AHC Committee to make presentations.

Agreed: It was agreed on the proposal of Councillor Fitzpatrick, seconded by Councillor Hyland to invite Stepping Stones and Clanrye Family Foundations to make presentations to future Committee meetings.

LEISURE AND SPORTS

AHC/103/2015 SPORTS ASSOCIATION NEWRY & DOWN SAND

Read: Report from Mr P Power, Sports Officer regarding the Sports Association Newry & Down (SAND) (Copy circulated)

Mr Power advised that in order to ensure the Council has a majority on the Executive Committee it was proposed that the Chairperson of Newry, Mourne and Down District Council be appointed (annually) to the Executive Committee of SAND.

Councillor Carr said he agreed with the reasoning for an additional person however questioned why it should be the Chairperson.

Mr Lipsett advised in order to keep this position as neutral as possible the Committee proposed it should be the Chairperson of the Council as it is rotated annually.

Agreed: It was agreed on the proposal of Councillor Burns, seconded by Councillor Enright to appoint the Chairperson of Newry, Mourne and Down District Council to the Executive Committee of SAND.

HEALTH & WELLBEING

Councillor Enright had previously declared an interest in the next item.

AHC/104/2015 ADJUSTMENT TO AFFORDABLE WARMTH PROGRAMME

Read: Report from Ms S Trainor, Senior Environmental Health Officer regarding adjustments to the Affordable Warmth Programme (Copy circulated)

Mr Devlin advised the Affordable Warmth Scheme was one of the Department for Social Development's tools in tackling fuel poverty and as part of the continuous review of the scheme, DSD were proposing a temporary change to the process.

Mr Devlin recommended that the Committee agree that the Council's Affordable Warmth Surveyors collate additional information, outside of the terms of the SLA with DSD, from applicants at the initial stage of the affordable warmth process to pass to the Northern Ireland Housing Executive.

Agreed: **It was agreed on the proposal of Councillor Devlin, seconded by Councillor Hyland to approve the officer's recommendation.**

AHC/105/2015 ENVIRONMENT FUND REPORT

Read: Report from Ms S McEldowney, Senior Environmental Health Officer regarding the Department of Environment's Environment Fund (Copy circulated)

Mr Devlin advised the Department of Environment had invited Councils to apply to a new Environment Fund and officers had submitted an application which hopes to secure £225,039 funding over a three year period.

Noted: **The report was NOTED.**

AHC/106/2015 PUBLIC HEALTH ACT CONSULTATION

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health & Wellbeing) regarding the Review of Public Health Act 1967 (Copy circulated)

Mr Devlin advised the Department of Health, Social Services and Public Safety were reviewing the Public Health Act (Northern Ireland) 1967 due to new threats to public health which have emerged since the Act became law. He recommended that the Committee agree to return the completed consultation response.

Councillor Carr proposed that the response be submitted on behalf of Council and asked that Councillors be briefed on the emergency plan for the new Council. This was seconded by Councillor Burns.

Agreed: **It was agreed on the proposal of Councillor Carr, seconded by Councillor Burns that the consultation response be submitted to the Department.**

It was also agreed that Councillors be briefed on the new Council's emergency plan.

AHC/107/2015 INTERREG VA PROGRAMME

Read: Report from Ms S McEldowney, Senior Environmental Health Officer regarding INTERREG VA Programme (Copy circulated)

Mr Devlin advised he was seeking approval for Council to act as Lead Partner for an INTERREG VA project which relates to Environment, Priority 2.1 Recovery of Protected Habitats and Priority Species.

Councillor Enright questioned how the funding would be spent.

Mr Devlin advised he believed the funding would be spent more on education than on projects on the ground.

Agreed: **It was agreed on the proposal of Councillor Enright, seconded by Councillor Hyland that approval be given for Council to act as lead partner for INTERREG VA Project 'Thematic Objective 2 – Environment, Priority 2.1 Recovery of Protected Habitats and Priority Species.'**

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014

LEISURE AND SPORTS

AHC/108/2015 ACTIVE COMMUNITIES/EVERY BODY ACTIVE 2020

Agreed: **On the proposal of Councillor Burns, seconded by Councillor Hyland, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a government department and employees of, or office holders under, the Council.**

Read: Report from Mr P Power, Sports Officer, regarding Active Communities/Every Body Active 2020 (copy circulated).

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor O'Muirí that Council appoint five**

delivery partners to deliver the targets for a 6 month period only and to seek expressions of interest by an open process from other groups who may be in a position to deliver on the targets on expiry of the six month period.

There being no further business the meeting ended at 6.40pm.

For adoption at Meeting of Newry, Mourne and Down District Council to be held on Monday 4 January 2015.

Signed: Councillor L Kimmins
Chairperson

Signed: Mr M Lipsett
Director of Active and Healthy Communities

Report to:	<i>Full Council Meeting – 4 January 2016</i>
Subject:	Foreshore at a) Newry River and Carlingford Lough b) Moygannon c) Rostrevor d) Ballinran and incorporating land for Rostrevor slipway
Date:	<i>7 December 2015</i>
Reporting Officer:	<i>E Curtis</i>
Contact Officer:	<i>P Green/E McManus/B Magill</i>

Decisions Required

Members are asked to note the contents of the report and agree recommendations.

1.0	<u>Purpose & Background</u>
1.1	Council are currently trying to renew the above Head Regulating Foreshore Lease with the Crown Estate Commissioners. Previous lease expired 2012. This matter has been on-going for some time as a number of issues have arisen.
2.0	<u>Key Issues</u>
2.1	A. New access roadway to rear of 2-62 St Mary's Street, Newry – Council to decide whether or not they wish to be responsible for this roadway. (See Appendix A) B. Encroachment by Lord Ballyedmond on foreshore at Ballyedmond, Carlingford Lough Council to decide if they agree to proposed extraction. (See Appendix B) C. Proposed coastal path at Killowen, Rostrevor – Lord Ballyedmond Council to decide if they agree to possible future costs associated with amending/having a new lease drawn up to include above works. (See Appendix C)
3.	Recommendations from SMT A. Council do not accept responsibility for alley way at Mary Street, Newry B. The Council concede small disputed area of land at Ballyedmond Harbour for extraction to allow an agreement to be entered into by The Crown Estate directly with the Ballyedmond Estate C. The Council agree to being responsible for possible future legal costs associated with amending/having a new lease drawn up to include works relating to proposed coastal path.
4.0	<u>Appendices</u>
	▪ <i>Appendix A – Background – Mary Street, Newry issue</i> ▪ <i>Appendix B – Background – Encroachment at Ballyedmond</i> ▪ <i>Appendix C – Background - proposed Coastal path at Killowen, Rostrevor.</i>

APPENDIX A**New access roadway to rear of 2-62 St Mary's Street, Newry**

Access Road was created as part of the Rivers Agency Flood Alleviation Scheme. Rivers Agency have agreed to maintain the retaining wall however will not take any responsibility for the access road created to the rear. Their view is that the Council should take on responsibility for this area, as the access to the roadway from St Mary's Street is over land to which Council holds legal title.

Crown Estate Commissioners believe the Council should take responsibility for this area as the Council allowed these unconsented works to be carried out by Rivers Agency, in breach of the terms of the previous lease. They believe Rivers Agency will be liable for maintenance as it formed part of the flood alleviation works. Crown Estate have said they do not intend to be drawn into a management role in respect of this area, and it would seem to them entirely appropriate that the Council take control of the roadway on behalf of the ratepayers.

Newry and Mourne Legacy Council agreed not to take on responsibility for this access road to the rear of the houses in Mary Street. If Council accepts ownership of this land it will probably be necessary to put in place a formal legal access/right of way agreement with every property owner in Mary Street, be prepared to adjudicate on ongoing disputes between property owners about this access road, and possibly commit to managing and maintaining /cleaning the roadway on an ongoing basis.

The Council to consider the previous decision by Newry and Mourne Legacy Council not to accept responsibility for this roadway.

APPENDIX B**Encroachment by Lord Ballyedmond on foreshore at Ballyedmond, Carlingford Lough**

Newry and Mourne Legacy Council had previously refused to have this area extracted from the regulating lease, in order to allow Crown Estate to grant Lord Ballyedmond a lease.

The Crown Estate again asked if Newry, Mourne and Down District Council were agreeable to this area not being included in the renewal so that they could approach the late Lord Ballyedmond's estate to regularise the situation.

The Council recently discussed this matter and agreed that the Head Foreshore Lease should be renewed as a matter of urgency but that this area should not be extracted at this time. The Council, however, agreed to work with Ballyedmond Estate regarding the issue of extraction of this portion of land and the alleged public right of way along the shoreline at Ballyedmond.

The Crown Estate have now replied stating these are unconsented works, which the Council has not taken any action to remove. The previous refusal to allow extraction from the foreshore lease has prevented The Crown Estate from regulating these works and the extensive additional works that affect the adjoining seabed. The works are in breach of the terms of the previous lease and will not be included in the renewal lease, allowing an agreement to be entered into by The Crown Estate directly with the Ballyedmond Estate.

Council to consider SMT recommendation that the Council reluctantly agree to accept the extraction of the small disputed area at Ballyedmond Harbour in order to allow the Head Lease to proceed.

APPENDIX C**Proposed coastal path at Killowen, Rostrevor – Lord Ballyedmond**

The Council informed the Crown Estate that they want this matter to proceed and shall continue to liaise with the Ballyedmond Estate in relation to the delivery of this project.

Crown Estate has said if the works are to be included in the regulating lease, they will require plans etc prior to completion, otherwise either a variation of the lease or a surrender and new lease will be required in due course, and the Council will be responsible for all additional costs.

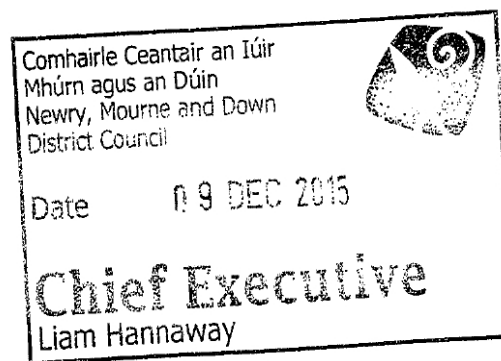
Council to decide if this is acceptable.



Mr Liam Hannaway - Chief Executive
Newry, Mourne and Down District Council
Monaghan Row
NEWRY
BT35 8DJ

07 December 2015

Dear Mr Hannaway



Kilcoo Post Office® branch
10 Ballymoney Road, Kilcoo, Newry, BT34 5HU

Decision - move to new premises & branch modernisation

I'm writing to confirm that we will be proceeding with our proposal to move the above Post Office branch at Vivo Dublin Road Mini Market, 112 Dublin Road, Kilcoo, Newry, BT34 5HP, where it will operate as one of our new local style Post Office branches.

We didn't receive any feedback from customers or local representatives about the proposed move during the local public consultation period, however I have carried out a final review of the original proposal. I'm confident that the new branch at Vivo Dublin Road Mini Market, is suitably located and that this new way of providing Post Office services will enable us to offer an enhanced service, whilst helping to provide future sustainability for the branch. Currently we have over 2300 local branches offering Post Office services in this new way and customer and operator feedback has been very positive.

We recognise that the Post Office plays an important part in the lives of customers, particularly to elderly and disabled customers, and we want to make our services as accessible as possible. Inside, the new branch will be in line with Post Office specifications, making sure there is sufficient space for the new style local Post Office to operate alongside the retail offer. We will be working closely with the new operator on the internal layout and some fixtures and fittings will be re-aligned or removed to make sure there is clear access into the premises. Aisles and the queuing area will be kept free from obstructions and adequate room will be provided for customers and a wheelchair to move around the store and access Post Office services with ease.

The new-style local Post Office will be carefully integrated into new premises and built to our specification and will have a Post Office serving point located at the retail counter, where customers can also carry out a wide range of Post Office products and services alongside retail transactions. Access will be level with a wide door at the entrance and internally, there will be a low level serving counter and a low level writing desk. We will be working closely with new operator in the design of the new branch to make sure access and the internal layout provides adequate space for retail and Post Office customers. The entrance area and aisles will be kept free of obstructions so customers can move around the shop and access the Post Office without difficulty.

I can confirm that a request has been made to Royal Mail for a new post box to be installed outside, or near to, the new premises. The relocation of the post box will be subject to a suitable location being agreed nearby, taking into account the public utilities in the surrounding area and may be subject to planning permission being granted.

The change also means that Post Office opening times will be aligned to the shop. This means that local residents will benefit from significantly longer opening hours, including Sunday and longer opening times throughout the week, so customers can use our services seven days a week and at times that suit them better. Full details of the new branch are provided at the end of this letter together with a list of the products and services which will be available.

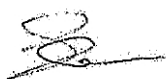
The current branch will close at 15:30 on Thursday 04 February 2016, with the new branch opening, at Vivo Dublin Road Mini Market, 112 Dublin Road, at 13:00 on Monday 08 February 2016. If there are any unforeseen schedule changes which mean these dates change, posters will be displayed in branch to let customers know. During this short period of closure customers requiring Post Office facilities may use any convenient Post Office service. Details of two alternative Post Office branch is provided below for your convenience:

- Cabra Post Office, 121 Castlewellan Road, Cabra, Newry, BT34 5EP
- Castlewellan Post Office, 87 Main Street, Castlewellan, County Down, BT31 9DQ

You can also find a copy of this letter on our website at postofficeviews.co.uk. When entering the website you will be asked to enter the code for this branch: 12947099

Thank you for considering our proposal.

Yours sincerely



Simon Drinkwater
Regional Network Manager

How to contact us:

-  postofficeviews.co.uk
-  comments@postoffice.co.uk
-  Customer Helpline: 03457 22 33 44
Textphone: 03457 22 33 55

-  **FREEPOST Your Comments**

Please note this is the full address to use and no further address details are required.

We've published our final plan on-line, to see it, scan here.

If you don't have a QR code scanner on your phone, you can find one in your app store.



This communication process has been agreed with the independent statutory consumer watchdog, which in Great Britain is Citizens Advice and Citizens Advice Scotland, and in Northern Ireland, the Consumer Council, and is being carried out in line with our Code of Practice for changes to the Post Office network, which we have agreed with them. If you'd like copies of the Code they are available in branch, or by contacting us or on our website at: www.postoffice.co.uk/transforming-post-office. If you think that the process has not been properly followed and wish to make a complaint, then please write to us or email us via the contact details included in our posters and letters and let us know why. We'll examine your complaint and respond to you as soon as we can. We will provide you with the relevant contact points for the consumer watchdog, so if you are still not satisfied when you have received our response, you can ask them for their assistance.

To get this information in a different format, for example, in larger print, audio or braille please contact the Customer Helpline on 03457 22 33 44 or Textphone 03457 22 33 55.

Kilcoo Post Office information sheet					
Address	Kilcoo Post Office Local Vivo Dublin Road Mini Market 112 Dublin Road Kilcoo Newry BT34 5HP				
Opening hours	<table border="1"> <tr> <td>Mon to Fri</td><td>07:00 - 22:00</td></tr> <tr> <td>Sat & Sun</td><td>08:00 - 22:00</td></tr> </table>	Mon to Fri	07:00 - 22:00	Sat & Sun	08:00 - 22:00
Mon to Fri	07:00 - 22:00				
Sat & Sun	08:00 - 22:00				
Distance	Approximately 480 metres away from the current branch, along varied terrain.				
Products & Services	The majority of Post Office products and services will still be available.				
Accessibility & accessibility works	Access and facilities The branch will have level access and a wide door. Internally, there will be a hearing loop and space for a wheelchair. Parking There is roadside parking available outside the branch.				
Retail	Convenience store				
Date of Relocation	08 February 2016 at 13:00				

Kilcoo Post Office® services available

Our Customer Helpline on 03457 223344 will be happy to help you with any queries about product availability or provide you with details of maximum value of transactions. Customers can also shop online at www.postoffice.co.uk

	Current branch	New branch
Mail		
First & Second Class mail	✓	✓
Stamps, stamp books (1 st class 6 & 12 only, 2 nd class 12 only)	✓	✓
Special stamps (Christmas issue only) & postage labels	✓	✓
Signed For	✓	✓
Special Delivery	✓	✓
Home shopping returns	✓	✓
Inland small, medium & large parcels	✓	✓
British Forces Mail (BFPO)	✓	✓
International letters & postcards (Inc. signed for & Aisire)	✓	✓
International parcels up to 2kg & printed papers up to 5kg	✓	✓
Parcelforce Worldwide International parcels	✓	x
Articles for the blind (inland & international)	✓	✓
Royal Mail redirection service	✓	✓
Local Collect	✓	✓
Drop & Go	✓	✓
Withdrawals, deposits and payments		
Post Office Card Account	✓	✓
Personal & Business Banking cash withdrawals, deposits & balance enquiries using a card & enveloped cheque deposits. Also barcoded deposit slips.	✓	✓
Postal orders	✓	✓
Moneygram	✓	✓
Change giving	x	✓
Bill payments		
Automated bill payments (card or barcoded)	✓	✓
Key recharging	✓	✓
Transcash (without barcode)	✓	x
Driving		
Car tax (you can pay in cash, by cheque or debit card)	✓	x
Travel		
Pre-order travel money	✓	✓
Travel insurance referral	x	✓
On demand travel insurance	✓	x
Mobile Top-ups & E vouchers		
	✓	✓
Payment by cheque		
	✓	x
Products marked x are available at Cabra Post Office, 121 Castlewellan Road, Cabra, Newry, BT34 5EP Opening times: Mon, Tue, Thu, Fri 09:00-13:00 14:00-17:30 Wed & Sat 09:00-12:30		



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Room 247
Parliament Buildings
Stormont Estate
BELFAST
BT4 3XX

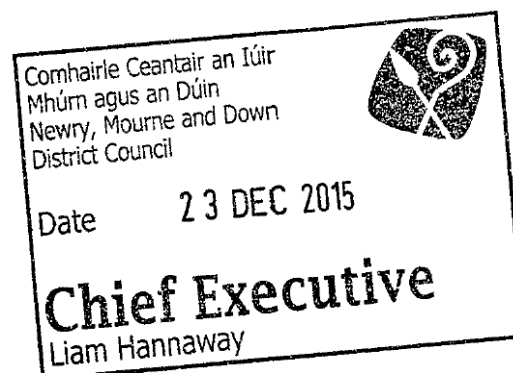
Tel: (0)28 9052 1240

Fax: (0)28 9052 1795

Email: committee.environment@niassembly.gov.uk

Mr Liam Hannaway
Newry, Mourne and Down District Council
District Council Offices
Monaghan Row
Newry
BT35 8DJ

18th December 2015



Dear Mr Hannaway,

The Departments Bill was introduced to the Northern Ireland Assembly on 30th November 2015. The Bill provides for the establishment of a new nine department structure by renaming 7 departments and dissolving three others.

The Bill itself is proceeding via accelerated passage. However the reallocation of statutory functions will be provided for in a Transfer of Functions Order which will be made after the Departments Bill has completed its passage in the Assembly. The OFMDFM Committee will scrutinise this Order; but has asked for views of statutory committees in relation to the specific functions that are being transferred.

The Committee for the Environment agreed to write to key stakeholders to ascertain views on the proposed functions of the nine new departments, as set out below.

- Environmental functions including regulation but excluding 'Built Heritage from NIEA to the new **Department of Agriculture, Environment & Rural Affairs**.
- Strategic Planning, vehicle regulation, road safety and DVA functions to the new **Department for Infrastructure**.
- Local Government from DOE and built heritage from NIEA to the new **Department for Communities**.

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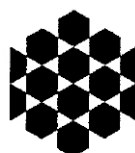
The Committee would be interested, for example, in whether you consider that these functions are aligned correctly; and whether you have any concerns regarding the proposed transfer of functions.

I would be grateful for any views by 11th January 2016.

Yours sincerely

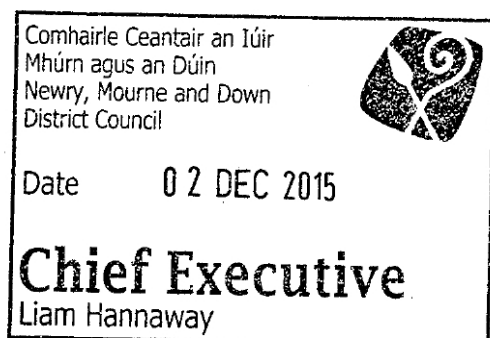
Ciara McKay
Clerk to the Committee for the Environment

v8/3



Department of the
Environment

www.doeni.gov.uk



Road Safety and Vehicle Regulation Division
Room G-43
Clarence Court
10-18 Adelaide Street
Town Parks
BELFAST
BT2 8GB

Telephone: 028 9054 1152

Email: Donald.starritt@doeni.gov.uk

Date: 30 November 2015

Dear Consultee,

DIR/2003/20/EC – USE OF SEAT BELTS BY CHILD PASSENGERS AGED 3-13 YRS ON BUSES AND COACHES

I am writing to invite your views on the Department's proposals for implementing the outstanding aspect of European Directive 2003/20/EC.

The Directive requires Member States to extend their compulsory seat belt wearing laws to include the use of child restraints in cars and goods vehicles and seat belts, where fitted, for all passengers aged 3 and over in buses and coaches. The Directive further requires passengers travelling in buses and coaches to be informed of the requirement to wear seat belts whenever they are seated and the vehicle is in motion. There is no obligation for seat belts to be installed or worn where they are not already required to be fitted.

The Directive was largely implemented throughout the UK by February 2007, in so far as it related to car and light goods vehicles, including small buses (minibuses generally up to 16 passengers). At the time, a means of enforcing the regulations could not be identified for passengers aged 3 to 13 travelling on large buses and coaches. The regulations subsequently brought forward therefore only apply the requirement to wear a seat belt on large buses and coaches, where available, to passengers aged 14 years or more.

In order to implement the Directive in full, Britain and Northern Ireland must extend the requirement to wear a seat belt on buses and coaches to child passengers aged 3 to 13 years. The key issue is therefore to identify where responsibility should lie for ensuring that seat belts are worn by such young passengers, and how this might be enforced.

As a way forward, the Department proposes that any adult accompanying a child or group of children (aged 3 to 13) should assume responsibility for ensuring that the seat belt is worn in a large bus or coach. Under the proposal the offence would be phrased in terms of *'failure to take all reasonable steps to ensure'*, and would then rest with that adult. For an unaccompanied child, liability would lie with the operator on behalf of the driver.

Background and details of the proposals are set out in the consultation paper.

Accessing the Consultation Paper and Response Form

Electronic copies of the consultation paper are available on the DOE's website at <http://www.doeni.gov.uk/>. Click the link to 'Consultations'.

If you would like a **hard copy** of the documents, please contact Maura Magee (address below) and she will be happy to arrange this.

If the papers are not in a format that suits your needs, she can arrange for them to be provided in a suitable format. The Department's text phone number (028 9054 0642) has been included to assist the hearing impaired.

How to respond

Responses should be received no later than **Friday 5 February 2016** and may be sent in any of the following ways:

- ❖ Reply form: A response form is available at **Annex C** of the consultation paper.
- ❖ Write to: Maura Magee
Road Safety and Vehicle Regulation Division
Department of the Environment
Room G-21
Clarence Court
10-18 Adelaide Street
Town Parks
Belfast
BT2 8GB
- ❖ Email: maura.magee@doeni.gov.uk
- ❖ Telephone: 028 9054 0988 or Text phone: 028 9054 0642

When responding, please indicate whether you are responding as an individual or representing the views of an organisation. If responding on behalf of an organisation, please make it clear who the organisation represents and, where applicable, how the views of members were assembled. If you have any questions on this document or attached papers, please contact Maura Magee through the address or telephone/text phone numbers provided above.

Consultees

A list of those consulted is attached at **Annex D** of the consultation paper. If you have any suggestions of others who may wish to be involved in the consultation process, please contact Maura Magee.

Freedom of Information Act 2000 – Confidentiality of Consultations

The Department will publish a summary of responses following completion of the consultation process. Your response, and all other responses to the consultation, may be disclosed on request. The Department can refuse to disclose information only in exceptional circumstances. Before you submit your response, please read the paragraphs below on the confidentiality of consultations and they will give you guidance on the legal position about any information given by you in response to this consultation.

The Freedom of Information Act gives the public a right of access to any information held by a public authority, namely the Department in this case. This right of access to information includes information provided in response to a consultation. The Department cannot automatically consider as confidential information supplied to it in response to a consultation. However, it does have the responsibility to decide whether any information provided by you in response to this consultation, including information about your identity, should be made public or treated as confidential.

This means that information provided by you in response to the consultation is unlikely to be treated as confidential, except in very particular circumstances.

The Lord Chancellor's Code of Practice on the Freedom of information Act provides that:

- the Department should only accept information from third parties in confidence if it is necessary to obtain that information in connection with the exercise of any of the Department's functions and it would not otherwise be provided;
- the Department should not agree to hold information received from third parties 'in confidence' which is not confidential in nature;
- acceptance by the Department of confidentiality provisions must be for good reasons, capable of being justified to the Information Commissioner.

For further information about confidentiality of responses, please contact the Information Commissioner's Office at:

Information Commissioner's Office – Northern Ireland

Room 101

Regus House

33 Clarendon Dock

Laganside

Belfast

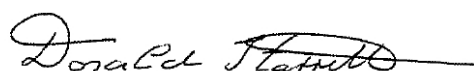
BT1 3BG

Tel.: (028) 9051 1270

Email: ni@ico.gsi.gov.uk

Website: www.informationcommissioner.gov.uk

Yours sincerely



Donald Starritt

Road Safety and Vehicle Regulation Division

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