

NEWRY MOURNE AND DOWN DISTRICT COUNCIL

Minutes of Strategy Policy & Resources Committee Meeting held on Thursday 16 June 2016 at 5.00pm in the Mourne Room, Downshire Civic Centre, Downpatrick.

In the Chair: Councillor P Brown

In Attendance:	Councillor T Andrews	Councillor N Bailie
	Councillor S Burgess	Councillor M Carr
	Councillor W Clarke	Councillor S Doran
	Councillor C Enright	Councillor M Murnin
	Councillor B Quinn	Councillor M Ruane
	Councillor G Sharvin	Councillor W Walker

Officials in Attendance:

Mr L Hannaway, Chief Executive
 Ms D Carville, Director of Corporate Services
 Mr C O'Rourke, Director, Regulatory and Technical Services
 Ms C Miskelly, Assistant Director, Human Resources
 Ms R Mackin, Assistant Director, Corporate Planning and Policy
 Mrs H McKee, Assistant Director, Community Planning
 Mr A McKay, Planning Manager
 Mr E McManus, Capital Projects
 Mr C Moffett, Equality Officer
 Mr J McBride, Change Manager
 Ms S Burns, Programmes Manager
 Mrs A Robb, Assistant Director Corporate Services, (Administration)
 Mrs U Mhic An Tsaoir
 Mr G Ringland, IT Manager
 Mrs C McKenna, Assistant Director, Administration
 Mrs E McParland, Democratic Services Manager
 Mrs C Taylor, Democratic Services Officer

SPR/132/2016:- APOLOGIES AND CHAIRPERSON'S REMARKS

An apology was received from Mr E Curtis, Director of Strategic Planning and Performance.

SPR/133/2016:- DECLARATIONS OF INTEREST

Councillor Andrews declared an interest in SPR/138/2016 – Submission of Sustainable Atlantic Shorelines Project to the Atlantic Area Programme, being a Director of East Border Region.

The Chief Executive, Mr Hannaway, declared an interest in item SPR159 /2016 – Chief Executive Appraisal.

Councillors W Clarke, Murnin and Ruane declared interests in item SPR154/2016 – Report on Issue Relating to Location of Big Screen, Hill Street, Newry, as they were members of the Planning Committee.

SPR/134/2016:- ACTION SHEET OF THE STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 12 MAY 2016

Read: Action Sheet of the Strategy, Policy and Resources (SPR) Committee Meeting held on 12 May 2016 (circulated).

SPR/111/2016 – Request to Purchase Land at Lough Inch Cemetery, Ballynahinch

In response to Councillor Andrews' request for an update on the above matter, Mrs Carville advised Ms Robb, Assistant Director Corporate Services, (Administration) would provide an update on this matter later in the meeting.

SPR/117/2016 – Acquisition and Use of the Steel Structure in the Market Square, Ballynahinch

In response to Councillor Andrews' request for an update, Mrs Carville advised that this item was being actively worked on and any further updates would be brought back to Committee.

Agreed: The Action Sheet of the Strategy, Policy and Resources Committee held on 12 May 2016, was agreed.

SPR/135/2016 AGREE COMMITTEE START TIMES FOR THE INCOMING YEAR

It was proposed by Councillor Brown, that the Strategy, Policy and Resources Committee for the incoming year of 2016/17 would start at 6pm. No seconder came forward.

It was proposed by Councillor Bailie, seconded by Councillor W Clarke, that the Strategy, Policy and Resources Committee for the incoming year of 2016/17 would start at 3pm and 6pm intermittently.

Councillor Andrews proposed an amendment to Councillor Bailie's proposal, that the Strategy, Policy and Resources Committee for the incoming year of 2016/17 would start at 3pm and 5pm intermittently.

Councillor Bailie accepted Councillor Andrews' amendment.

Councillor Ruane expressed concerns over the earlier start times as Councillor Ó'Muirí had previously raised concerns about his ability to attend meetings with an earlier start time.

Councillor Bailie explained that the reason for the earlier start times was because most Councillors were involved in community organisations and when Councillors were in late committee meetings it affected carrying out community work.

Councillor Bailie's proposal was put to a vote, the results of which were as follows:

FOR:	10
AGAINST:	0
ABSTENTIONS:	1

Agreed: It was agreed on the proposal of Councillor Bailie, seconded by Councillor W Clarke, that the Strategy, Policy and Resources Committee meetings for the incoming 2016/17 year would start at 3pm and 5pm intermittently, with the August meeting starting at 3pm.

COMMUNITY PLANNING AND WELL-BEING

SPR136/2016 DRAFT PROGRAMME FOR GOVERNMENT

Read: Report from Ms H McKee, Assistant Director, Community Planning, dated 16 June 2016, regarding the Programme for Government (copy circulated).

Agreed: It was agreed on the proposal of Councillor Walker, seconded by Councillor Burgess, that Members be invited to participate in a workshop to discuss the Councils response on 28 June

2016 and the response then be considered by Council on 4 July 2016.

CORRESPONDENCE

SPR/137/2016 DEPARTMENT OF FINANCE AND PERSONNEL (DFP) LETTER RE PUBLIC SERVICE COMMISSION

Read: Correspondence from DFP dated 16 May 2016 regarding the Public Service Commission (copy circulated).

Noted: **The correspondence from DFP dated 16 May 2016 regarding the Public Service Commission, was noted.**

FOR CONSIDERATION AND/OR DECISION

SPR/138/2016 SUBMISSION OF 'SUSTAINABLE ATLANTIC SHORELINES' PROJECT TO THE ATLANTIC AREA PROGRAMME

Read: Report from Mr L Hannaway, Chief Executive, dated 16 May 2016 regarding the submission of 'Sustainable Atlantic Shorelines' Project to the Atlantic Area Programme (copy circulated).

Councillor Andrews declared an interest in this item of business, being a Director of East Border Region.

Councillors discussed this item at length, with concerns being expressed over resources to staff the programme.

Councillor W Clarke said the number of issues were increasingly regarding the marine environment and suggested the pilot of the provision of groins to keep sand from shifting on Newcastle beach would be included in the programme.

Agreed: **It was agreed on the proposal of Councillor W Clarke, seconded by Councillor Enright, that the submission of the 'Sustainable Atlantic Shorelines' Project to the Atlantic Area Programme, be supported.**

SPR/139/2016 LEASE OF GROUND AT COLLEGE SQUARE EAST, BESSBROOK

Read: Report from Mrs A Robb, Assistant Director of Corporate Services (Administration), dated 16 May 2016 regarding the lease of ground at College Square East, Bessbrook (copy circulated).

Agreed: It was agreed on the proposal of Councillor Doran, seconded by Councillor Murnin, that Council seek to renew the lease of ground at College Square East, Bessbrook, for a further 12 year period.

CORPORATE SERVICES

SPR/140/2016 COUNCILLORS ACCREDITED TRAINING APPLICATION

Read: Report from Ms C Miskelly, dated 16 June 2016, regarding the Elected Member Application to undertake Accredited Training (copy circulated).

Agreed: It was agreed on the proposal of Councillor Andrews, seconded by Councillor Burgess, that approval be given for an Elected Member to under a Postgraduate Diploma at Queens University.

SPR/141/2016 ANNUAL REVIEW OF THE CORPORATE PLAN

Read: Report from Mrs R Mackin, Assistant Director, Corporate Planning and Policy and Mr J McBride, Change Manager, dated 16 June 2016 regarding the Newry, Mourne and Down District Council Corporate Plan First Year Review (copy circulated).

Agreed: It was agreed on the proposal of Councillor Burgess, seconded by Councillor Andrews, that the recommendations outlined in section 3.1 of the report (circulated previously) in terms of the Corporate Plan 2015-2019, be approved, as follows:

1. Update Councillor Information to reflect new Councillors.
2. Rewrite the Strategic Objectives in the present tense.
3. Ensure linkage and due reference in a sensitive manner is given to Strategic Objectives 1 and 4.
4. Ensure due reference is paid to Strategic Objectives 4 and 5.
5. Under Strategic Aim 2, Council ensure that quality, sustainable jobs, rather than zero hours, seasonal jobs would be created.
6. The definition under Strategic Objective 5 include rebuilding sustainable communities.

7. The definition under Strategic Objective 7 include the word enable.
8. Additional action under Strategic Objective 1, to read – *Develop the potential of the cultural heritage experience for all.*
9. Additional action under Strategic Objective 8, to read – *Lead by example in employment policy and practice.*
10. Additional action under Strategic Objective 8, to read – *The Corporate Plan should make direct reference to the corporate compliance requirements of the Section 75 statutory duties, and that Council will carry out its functions having due regard to the need to promote equality of opportunity and regard to the desirability of promoting good relations.*
11. Clarification provided for citizens on the linkages between the Corporate Plan and the Community Plan.
12. Service issues raised communicated through relevant departments for action.

SPR/142/2016

PERFORMANCE IMPROVEMENT PLAN FOR 2016/17

Read:

Report from Mr J McBride, Change Manager, dated 16 June 2016, regarding the Performance Improvement Plan 2016/17 (copy circulated).

Councillor Enright expressed concerns, saying the issues contained within the Performance Improvement Plan were not what should be addressed.

In response, Mr McBride advised that Council was required to undertake the Performance Improvement Plan as a legal requirement.

Agreed:

It was agreed on the proposal of Councillor Burgess, seconded by Councillor Andrews, that the following be approved:

- **A final version of the Performance Improvement Plan (2016-17) as detailed in the officer's report dated 16 June 2016.**
- **Authority to publish the Performance Improvement Plan before 30 June 2016.**

SPR/143/2016 REPORT OF THE MEETING OF THE EFFICIENCY WORKING GROUP HELD ON 6 JUNE 2016

Read: Report of the Efficiency Working Group held on 6 June (copy circulated).

Agreed: It was agreed on the proposal of Councillor Andrews, seconded by Councillor W Clarke, that the report of the Efficiency Working Group held on 6 June 2016, be approved, including the following efficiency initiatives for 2016/17:

- Advertising and Communications
- Agency Workers
- Budget Centralisation
- Hospitality and Catering
- Insurance
- Casual Overtime
- Voluntary Recruitment Controls
- Travel Expenses

COMMUNICATION

SPR/144/2016 IRISH LANGUAGE AUDIT REPORT

Read: Report from Mrs R Mackin, Assistant Director, Corporate Planning and Policy dated 16 June 2016, regarding the Irish Language Community Audit (copy circulated).

Councillors Walker and Burgess stated their opposition to the Irish Language Audit, saying the money could be better spent on cleaning streets and marketing tourism.

In response to Councillor Walker's questions regarding costs, Mrs Mackin advised that the Irish Language Strategy had not yet been developed and therefore the costs were not yet known, but they would be brought to Committee as part of the Strategy.

Councillor Enright expressed concerns regarding communication, saying it was not possible for Gaelic speakers to speak at Council. Councillor Enright also advised there were legal irregularities within this area that had not been properly reflected in the report. He said that Gaelic speaking people in the area should be able to communicate with members of staff and if this was not possible, they should be able to communicate over the internet/website. He said the Legal Officer should look into these legal irregularities.

Mr Hannaway advised there were no legal irregularities in the actions proposed.

The Chairperson asked for a vote on the officer's recommendation, the results of which were as follows:

FOR: 10
AGAINST: 2
ABSTENTIONS: 0

The vote was declared CARRIED.

Agreed: It was agreed on the proposal of Councillor Doran, seconded by Councillor W Clarke, that recommendations 1 – 16, as detailed in the report (circulated previously), be accepted (Appendix 1 attached).

SPR/145/2016 OPTIONS FOR THE PROVISION OF AN IRISH LANGUAGE WEBSITE

Read: Report from Mrs R Mackin, Assistant Director, Corporate Planning and Policy dated 16 June 2016, regarding the Irish Language Community Audit (copy circulated).

Councillors Walker and Burgess recorded their opposition to the proposals within the report, Councillor Burgess said rate-payers money could be better spent elsewhere. Councillor Walker said that whilst he was not opposed to the Irish language, from a unionist point of view, it was being forced upon him and the community.

Councillor Walker added that as soon as bilingual signs were put up, they were defaced, which was wrong.

Councillor Brown recorded his disgust regarding the defacing of signage, saying it was unacceptable.

Mrs Mackin advised that Option B referred to in her report involved a Google translation which translated numerous languages. Option A was the recommended option as it would give the best translation.

Councillor Andrews said there should be facilities for both languages on Council's website. He said Option B was used by

other local authorities and was his option of choice. He said the District was home to people from eastern Europe and the website should also cater for them and translate into any language and he said that the costs in relation to translation of other languages be taken on board.

Councillor Sharvin said he was in favour of having a website that had the facility of totally Irish language, but added that there were other cost effective options and asked if officers had considered other options. He asked whether the 2 websites could be interlinked, meaning the Irish webpages would be built within the code and a new platform would not be needed. He also queried the costs of £50,000 to build the website.

Mr Ringland advised that one information management system would control the 2 instances of the website and would also produce statistical data for the number of hits. He added that the main costs would be in the manual translation.

Councillor Carr said he had been at the Website Working Group where this matter had been discussed at length and, to comply with Council's Corporate Plan and bilingual policy, he would propose the recommendation to approve Option A. This was seconded by Councillor Bailie.

A discussion took place regarding from what date data would start to be translated into Irish.

Councillor Carr proposed and Councillor Bailie seconded approval of Option A.

The Chairperson called for a vote, the results of which were as follows:

FOR:	10
AGAINST:	3

The vote was declared CARRIED.

Agreed:

It was agreed on the proposal of Councillor Carr, seconded by Councillor Bailie, that Option A – to build a fully functional, navigational, reduced content Irish Language Website, which would operate in conjunction with the English website, be approved.

Agreed: It was further agreed that a decision on the date on which data would start to be translated from, would be taken at a later stage.

SPR/146/2016 UPDATE ON DECADE OF CENTENARIES 2016 CIVIC INITIATIVES

Read: Report from Mr C Moffett, Equality Officer dated 16 June 2016, regarding the update on the Decade of Centenaries 2016 Civic Initiatives (copy circulated).

In response to concerns expressed by Councillor Andrews regarding the venue (Newcastle Centre), Mr Moffett advised that discussion had taken place regarding this at the Decade of Centenaries Working Group.

Agreed: It was agreed on the proposal of Councillor Ruane, seconded by Councillor Andrews, that agreement be given to the following to acknowledge/recognise the Centenaries of the Easter Rising and Battle of the Somme:

- Commemorative service to recognise the Battle of the Somme in Newcastle Centre.
- Commemorative artwork to recognise Patrick Rankin – public art commission to be £30,000.
- Agreement in principle to an overall budget of up to £40,000 towards the initiatives.

SPR/147/2016 REPORT ON REVISED TERMS OF REFERENCE FOR COUNCILLORS' EQUALITY AND GOOD RELATIONS REFERENCE GROUP

Read: Report from Mr C Moffett, Equality Officer dated 16 June 2016, regarding the Revised Terms of Reference for Councillors' Equality and Good Relations Reference Group which would ensure that no single political party would be entitled to hold more than two membership places in any year, with the two largest political parties being entitled to hold two membership positions at all times (copy circulated).

Agreed: It was agreed on the proposal of Councillor W Clarke, seconded by Councillor Walker, that the revised Terms of Reference for the Councillor's Equality and Good Relations Reference Group, be approved.

SPR/148/2016 REPORT ON REQUEST TO EXTEND SHOPMOBILITY SCHEME IN NEWCASTLE

Read: Report from Mr C Moffett, Equality Officer dated 16 June 2016, regarding the request to extend the Shopmobility Scheme in Newcastle at the end of March 2017 (copy circulated).

Councillor W Clarke gave his support to the request to extend the Shopmobility Scheme in Newcastle, saying this was a significant boost to disability access and to tourism and was about being inclusive.

Councillor Bailie requested an update on her previous request regarding whether the scheme could be extended beyond Newcastle – to Hill Street in Newry and to Downpatrick.

Mr Moffett advised that Council had previously agreed to extend the Shopmobility scheme to Kilkeel and Warrenpoint, details of which would be brought back to Council.

Councillor W Clarke said a strategic way forward on this initiative was required so that communities could come together, promote the scheme, locate scooters and members of the community could take bookings and he added, all avenues of funding should be explored.

Agreed: It was agreed on the proposal of Councillor Bailie, seconded by Councillor Walker that the costs of extending the Shopmobility scheme to extend it to Hill Street in Newry and Downpatrick, be investigated.

Agreed: It was further agreed on the proposal of Councillor W Clarke, seconded by Councillor Andrews, that the contract with Shopmobility be extended to end of March 2017.

SPR/149/2016 EUROPEAN RURAL NETWORK FOR JOB MOBILITY – ERN4MOB PROJECT

Read: Report from Eddy Curtis, Director of Strategic Planning & Performance, dated 16 June 2016, regarding the European Rural Network for Job Mobility – ERN4mob Project (copy circulated).

Agreed: It was agreed on the proposal of Councillor Andrews, seconded by Councillor Murnin, that the same Council

representatives attend future project meetings (as per project plan) to ensure consistency in project delivery.

GRANT AIDED PROGRAMMES

SPR/150/2016

PEACE IV

Read: Report from Sonya Burns, Programmes Manager, dated 16 June 2016, regarding Peace IV (copy circulated).

Ms Burns advised that the Social Partner positions (1 per DEA) were closing on 22 June 2016 and asked that Members encourage applications from members of the public who had a specific interest in good relations, peace and reconciliation projects.

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

- **The Elected Member representation on the Peace IV Partnership reflect the Councils Equality and Good Relations reference group.**
- **Two applications be submitted to SEUPB capital schemes for the first deadline, Derryleckagh (with a cross border element) and the second for Camlough and Ballynahinch (subject to group approval).**

SPR/151/2016

SISTER CITIES/TWINNING

Read: Report from Sonya Burns, Programmes Manager, dated 16 June 2016, regarding Sister Cities/Twinning (copy circulated).

Councillor Bailie expressed concerns that the Maidens of Mourne group had applied unsuccessfully for funding through the voluntary contributions scheme, and now were seeking funding through Strategy, Policy and Resources Committee. She added that she had been lobbied recently by an Irish language group for funding for their summer scheme, and said if the funding for the Maidens of Mourne was approved, she would ask for referral of the matter of the Irish language group to Active and Healthy Communities for their funding to be topped up. She queried whether other groups would be afforded the opportunity to come to present their case to Committee and said it was only fair preference was given to groups with an intake of children from deprived areas within the Neighbourhood Renewal areas.

Councillor Enright seconded Councillor Bailie's proposal.

It was proposed by Councillor Bailie, seconded by Councillor Enright, that the matter of the Irish language group receiving funding be referred to the Active and Healthy Communities Committee for further consideration.

Councillor Carr said whilst he accepted Councillor Bailie's points, there was funding in the budget for the proposed contribution and this was an opportunity for Council to be seen as a sponsor and also to further the relationship and promotion of continuing a very successful Sister Cities programme. He said £600, rather than £1,000 was needed and the funding would be used to sponsor a maiden.

Councillor Quinn gave his support to Councillor Carr's proposal, saying the event promoted the town of Warrenpoint and businesses thrived from it.

Councillor Sharvin queried whether the application to Committee from the Maidens of Mourne had been unsuccessful through the voluntary contributions programme, saying if it was the same application, he would not be giving his support to it.

Ms Burns advised that she did not have the detail of the application, but confirmed that there was no duplication with their financial assistance applications and the element regarding developing the relationship with Southern Pines.

It was proposed by Councillor Carr, seconded by Councillor Quinn, that an allocation of £600 be made to the Maidens of Mourne to assist with the participation of the Southern Pines maiden.

The Chairperson called for a vote on Councillor Carr's proposal, the results of which were as follows:

FOR:	9
AGAINST:	0
ABSTENTIONS:	2

The vote was declared CARRIED.

Agreed: It was agreed on the proposal of Councillor Carr, seconded by Councillor Quinn, that an allocation of £600 be made to the

Maidens of Mourne to assist with the participation of the Southern Pines maiden.

A discussion ensued, with the following points being made:

- There would be many other groups in similar situations which had not received funding and would now lobby for funding.
- It was asked if Council had a legal obligation to fund Irish Language groups. Officers clarified that equality and legal impacts were considered when making a decision and there was no legal imperative to fund Irish language groups.
- Every applicant that was unsuccessful in receiving funding had been advised of the reason why, and had received a copy of the review process. It was up to each group whether they took up the process or not, but Council made this available to them along with capacity building workshops.
- The Irish Language group had written to Councillor Bailie and other councillors 3 weeks ago. They were still awaiting feedback and had now missed the appeals process.

Agreed: It was further agreed on the proposal of Councillor Bailie, seconded by Councillor Enright, that the issue of the Irish Language Summer Scheme's funding being cut be referred to the Active and Healthy Communities Committee for further consideration.

SPR/152/2016 SOCIAL INVESTMENT FUND

Read: Report from Sonya Burns, Programmes Manager, dated 16 June 2016, regarding the Social Investment Fund (copy circulated).

Ms Burns explained the background to the Letter of Offer from the Executive for community operated facilities, which was currently with the Council. She explained that only the Downpatrick Football Club met the requirements of the Community Landfill Fund and it was therefore proposed to apply for the full amount of funding for the Downpatrick pitch and offset the shortfall from the Council funds for the Ballyhornan projects. She explained there was £105,000 of match funding for Ballyhornan and £150,000 for the Downpatrick site from the Legacy Down District Council reserves.

Agreed: It was agreed on the proposal of Councillor Bailie, seconded by Councillor Sharvin, that the application to the Landfill Community Fund to solely be for Downpatrick Football Club

and additional allocation required for Ballyhornan to be offset from Downpatrick Football Club allocation.

In response to Members questions, Ms Burns answered as follows:

- The distance from Drumnakelly landfill site to Ballyhornan was 10.6 miles.
- The distance was measured from Drumnakelly landfill to Ballyhornan.

Councillor Enright requested clarification of the distance between Drumnakelly Landfill Site and Ballyhornan and also the distance to Inch Abbey.

Agreed: It was agreed on the proposal of Councillor W Clarke, seconded by Councillor Doran, that officers check with the Ulster Wildlife Trust which towns and villages do qualify for funding.

Before the meeting went into closed session, Mr Hannaway declared an interest in SPR159/2016 – Chief Executive Appraisal.

SPR/111/2016 – Request to Purchase Land at Lough Inch Cemetery, Ballynahinch

In response to an earlier request from Councillor Andrews, Mrs Robb advised that the Council decision on the above matter had been to refuse the request to purchase and the applicant would be advised of this decision.

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

SPR/153/2016 DISABLED ANGLING FACILITY AT WHITEWATER, KILKEEL

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Murnin, 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 the financial or business affairs of any particular person (including the Council holding that information).

Read: Report from Mrs A Robb, Assistant Director, Corporate Services, dated 16 June 2016, regarding Disabled Angling Facility at Whitewater, Kilkeel (copy circulated).

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

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor Doran, seconded by Councillor Quinn, to approve the recommendation that the landowner be advised the Council was only interested in renting the land currently maintained which provided disabled access for fishing (0.49 acres).

SPR/154/2016 REPORT ON ISSUE RELATING TO LOCATION OF BIG SCREEN, HILL STREET, NEWRY

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Murnin, 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 5 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - Information in relation to which a claim for legal professional privilege could be maintained in legal proceedings, and the public may, by resolution, be excluded during this item of business.

Councillors W Clarke, Murnin and Ruane declared an interest in this item of business, being on the Planning Committee and left the meeting for this item.

Read: Report from Mr L Hannaway, Chief Executive, dated 16 June 2016, regarding the Big Screen, Hill Street, Newry (copy circulated).

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

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor Doran, seconded by Councillor Andrews, to approve the recommendation in the report to keep the screen in situ pending the outcome of the application for planning permission and that, in the interim, officers to seek an

alternative site over the next 6 months, with a fully costed options paper on relocation to be presented to the Council for agreement in early Autumn.

Councillors W Clarke, Murnin and Ruane re-joined the meeting.

SPR/155/2016 COUNCIL UNIT AT CAMLOUGH OLD PRIMARY SCHOOL

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Murnin, 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 the financial of 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.

Read: Report from Mrs A Robb, Assistant Director, Corporate Services, dated 16 June 2016, regarding the Council owned unit on the grounds of the former Camlough Primary School (copy circulated).

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

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor Ruane, seconded by Councillor Sharvin, to approve the recommendation to offer the Council Unit at Camlough Old Primary School to Camlough AA at a nominal cost and advise them to agree their own arrangement with Trustees of Bessbrook Parish.

SPR/156/2016 ORGANISATIONAL DESIGN (SUSTAINABILITY)

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Murnin, 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 4 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 and the public may, by resolution, be excluded during this item of business.

Read: Report from Mr L Hannaway, Chief Executive, dated 16 June 2016, regarding Organisational Design (Sustainability) (copy circulated)

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

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor W Clarke, seconded by Councillor Enright, to approve the recommendation in the report at 3.1 and regarding the Organisational Design (Sustainability):

1. Establish a Sustainable Development and Climate Change Standing Forum.
2. Adopt Option 2 as presented in the report to Party Representatives.

SPR/157/2016

PROVISION OF AGENCY WORKERS

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Murnin, 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 the financial of 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.

Read: Report from Ms C Miskelly, Assistant Director Corporate Services and Mr J McBride, Change Manager, dated 16 June 2016, regarding the Provision of Agency Workers (copy circulated)

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

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor Sharvin, seconded by Councillor W Clarke, to

approve the recommendation in the report to progress the Council's decision to tender for the provision of Agency Workers by way of a Central Buying Organisation, tailored for Local Government and that officers enter into detailed discussions and arrangements with the identified provider.

SPR/158/2016

RPA SEVERANCE

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Murnin, 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 1 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - Information in relation to any individual and the public may, by resolution, be excluded during this item of business.

Read: Report from Ms C Miskelly, Assistant Director Corporate Services (copy circulated at meeting)

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

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor Murnin, seconded by Councillor Burgess, to approve the recommendation in the report regarding the RPA Severance.

SPR/159/2016

CHIEF EXECUTIVE APPRAISAL

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Murnin, 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 1 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - Information in relation to any individual and the public may, by resolution, be excluded during this item of business.

Read: Report from Ms C Miskelly, Assistant Director Corporate Services, dated 16 June 2016, regarding the Chief Executive Appraisal (copy circulated)

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

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor Enright, seconded by Councillor Murnin, to note the 2015-2016 Performance Appraisal of the Chief Executive had been completed and the objectives for 2016-2017 had been set.

The meeting concluded at 7.34pm.

For consideration at the Council Meeting to be held on 6 June 2016.

Signed: **Councillor Patrick Brown**
Chairperson

Signed: **Dorinnia Carville**
Director of Corporate Services

APPENDIX 1

Recommendations on Irish Language Audit

Recommendation One: The existing commitment to the European Charter for Regional or Minority Languages as evidenced by the Bilingualism Policy should continue and be developed.

Recommendation Two: As part of its brief, Foras na Gaeilge currently runs an Irish Language Officers Scheme 2013-2016 designed to promote and develop the Irish Language in the public sector. If this scheme is extended it may present the Council with an opportunity to add to its staffing complement within the Irish Language Unit without the need for an additional fiscal commitment from the Council. In addition given the Council's location, consideration should be given to developing a European funding application to explore best practice and shared learning in relation to communities whose first language is a minority language.

Recommendation Three: Consideration should be given to the Council's Irish Language Unit working collaboratively with relevant stakeholders to use the information provided by the audit to target limited resources based on the community background and language capacity of the different wards. This approach will provide a framework in which the effectiveness of interventions can be more easily measured.

Recommendation Four: Consideration should be given to the Council's Irish Language Unit working collaboratively with relevant stakeholders to enable local communities to develop their capacity to explore their Early Years language provision.

Recommendation Five: Consideration should be given to the Council's Irish Language Unit working collaboratively with relevant stakeholders to explore how best the Council can continue to develop its existing support for the provision of Council wide competitions and schools programmes designed to explore the significance of culture, language and social history in developing civic pride and a sense of place in the Council area.

Recommendation Six: Consideration should be given to the Council's Irish Language Unit working collaboratively with relevant stakeholders to encourage attendance at the annual Irish Language Careers convention held by Forbairt Feirste for post-primary pupils studying Irish to deepen their understanding of the range and breadth of job and career opportunities available through the medium of Irish.

Recommendation Seven: Consideration should be given to the Council ensuring that the Irish Language Unit has access to the necessary technical support to provide a framework for dissemination of information around the logistics (e.g. time, location, level, and cost) of classes available in the area.

Recommendation Eight: Consideration should be given to the Council's Irish Language Unit liaising with the Education Authority to ensure that they are aware of all the existing and emerging youth services in the area. This will ensure effective signposting to support the development and growth of quality Irish youth service provision in the Council area.

Recommendation Nine: Consideration should be given to the Council's Irish Language Unit providing a framework for the development of Irish Language community led networks which would bring together groups interested in developing and sustaining a community development approach to supporting existing and emerging Irish Language communities in the Council area. The additional benefits of this approach ensure that:

- It would be peer led therefore ensuring development of the sector's capacity
- It is a cost effective mechanism for other departments within the Council to engage with a sizable constituent group
- It facilitates dissemination of relevant information with a particular emphasis on training and funding opportunities
- It would develop connectivity across the Council area.

It should be noted that any community led network should be cognizant of the Council's District Electoral Area Fora.

Recommendation Ten: Consideration should be given to the Council's Irish Language Unit working with the GAA's county Irish Language committees to best support their volunteer network of language and cultural officers to maximise the impact of their language support within the Council area.

Recommendation Eleven: Consideration should be given to the Council's Irish Language Unit working with the relevant stakeholders to develop a strategic approach to maximising the potential availability of external funding to collectives able to demonstrate a collaborative multi-agency partnerships approach to the promotion and delivery of cultural and heritage events.

Recommendation Twelve: Consideration should be given to developing the role of the Council as an enabler to support, connect and encourage existing groups. Voluntary and statutory organisations should be facilitated to work collaboratively to maximise the impact of their collective human, fiscal and intellectual resources.

Recommendation Thirteen: A three year Irish Language Strategy is developed and appropriately resourced to ensure the implementation of the Bilingualism Policy and the development of the Irish Language community throughout the District.

Recommendation Fourteen: Consideration should be given to the Irish Language Unit working collaboratively with the Human Resources team in the Council to develop an Irish Language developmental opportunity for staff who wish to contribute to the Council's Bilingualism Policy commitments.

Recommendation Fifteen: The existing Irish Language development posts within the Council should be resourced accordingly to enable the provision of a quality developmental support service to both internal and external stakeholders.

Recommendation Sixteen: Consideration should be given to the commissioning of a full Social Return on Investment analysis in respect of language development in the area to capture the economic benefit of the Council’s investment in the promotion of the Irish Language.

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Ref: AHC/2016

**Minutes of Active and Healthy Communities Committee Meeting held on
Monday 20th June 2016 at 5.00pm in the Mourne Room,
Downshire Civic Centre, Downpatrick**

Chairperson: **Councillor M Carr**

In attendance: **(Councillors)**

Councillor P Brown	Councillor S Doran
Councillor V Harte	Councillor H Harvey
Councillor D Hyland	Councillor K Loughran
Councillor B Ó'Muiri	Councillor D Taylor
Councillor J Trainor	Councillor W Walker

Non-Committee Members: Councillor T Andrews
Councillor P Clarke
Councillor C Enright

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)
Mrs J Hillen, Assistant Director for Community Engagement
Mr R Moore, Assistant Director of Active and Healthy Communities (Leisure and Sport)
Miss S Taggart, Democratic Services Officer

AHC/71/2016: APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillors Burns, Byrne, Fitzpatrick and Kimmins.

- The Chairperson welcomed Members to the first meeting of the new AHC Committee.

AHC/72/2016: DECLARATIONS OF INTEREST

There were no declarations of interest.

AHC/73/2016: ACTION SHEET OF THE ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING HELD ON 16 MAY 2016

Read: Action Sheet of the Active and Healthy Communities Committee Meeting held on 16 May 2016. (Copy circulated).

Agreed: **The Action Sheet was noted.**

AHC/74/2016 TO AGREE COMMENCEMENT TIME FOR AHC COMMITTEE MEETINGS FROM AUGUST 2016-MAY 2017

Agreed: **It was agreed on the proposal of Councillor Harte, seconded by Councillor Doran that AHC Committee Meetings from August 2016-May 2017 would commence at 6.00pm.**

DIRECTOR'S PAPERS

AHC/75/2016 DIRECTORATE BUSINESS PLAN 2016-2017

Mr Lipsett advised that the Directorate Business Plan for 2016-2017 would be presented at the August Committee Meeting in line with all the other Committees.

Agreed: **It was agreed that the Directorate Business Plan 2016-2017 would be presented at the August 2016 Committee Meeting.**

COMMUNITY ENGAGEMENT

AHC/76/2016 REPORT ON THE PROPOSAL FOR SUPPORTING COMMUNITY EVENTS

Read: Report from Mrs J Hillen, Assistant Director of Active and Healthy Communities, Community Engagement, dated 20 June 2016 regarding Proposal for Supporting Community Events (Copy circulated).

Mrs Hillen presented the report stating the purpose was to provide guidelines to assist in the provision of effective engagement and capacity building at a local level.

Mrs Hillen stated the report recommended that the Committee adopt the Supporting Community Events Policy and Procedures, which detailed available support for community events across the District and included changes to current procedures, including:

- Single point of contact for support request
- Distribution of equipment across entire District

Agreed: **The report on the Proposal for Supporting Community Events was agreed on the proposal of Councillor Doran, seconded by Councillor Trainor, to include the procedures outlined in the Officer's Report and attached at Appendix 1.**

AHC/77/2016 RE-INSTATEMENT OF PLAY FACILITY IN MEADOWLANDS ESTATE, DOWNPATRICK

Read: Report from Mrs J Hillen, Assistant Director of Active and Healthy Communities, Community Engagement, dated 20 June 2016 regarding Re-instatement of Play Facility in Meadowlands Estate, Downpatrick (Copy circulated).

Mrs Hillen presented the report stating that subject to the future availability and sourcing of capital funding, the Department for Communities had agreed to provide up to £8000 to facilitate ground testing for a replacement community play facility in the Meadowlands area of Downpatrick.

Mrs Hillen stated the report recommended that the Committee approve to proceed with the work to establish the feasibility of re-instating a community play facility in the Meadowlands area of Downpatrick and support, in principle, the development of play facilities in the Meadowlands estate, subject to confirmation of suitable conditions and successful funding applications.

Councillor Walker proposed that the Committee accept the officer's recommendation stating that Council could work with Downpatrick Community Collective who had completed a lot of excellent work on the Meadowlands estate to date. This was seconded by Councillor Harvey.

Agreed: **It was agreed on the proposal of Councillor Walker, seconded by Councillor Harvey that the Committee approve to proceed with the work to establish the feasibility of re-instating a community play facility in the Meadowlands area of Downpatrick.**

It was also agreed that the Committee support, in principle, the development of play facilities in the Meadowlands estate, subject to confirmation of suitable conditions and successful funding applications and that officers should contact Downpatrick Community Collective.

AHC/78/2016 DEA FORA UPDATE

Read: Report from Mrs J Hillen, Assistant Director of Active and Healthy Communities, Community Engagement, dated 20 June 2016 regarding DEA Fora Update (Copy circulated).

Mrs Hillen presented the report stating the nomination process for independent members to each DEA Forum closed on Friday 8th April 2016 and 36 applications had been received from across the seven DEAs by the closing date.

Mrs Hillen advised following assessment of the applications, 18 independent members had been appointed with clarification that had been requested on 13 nominations, being considered at individual private DEA meetings.

Mrs Hillen recommended that, for future meetings, only the action sheets from the seven DEA meetings would come to the Committee due to the volume of minutes and action sheets on the agenda.

Councillor Ó'Muiri proposed that the Committee accept the update on the DEA Fora and asked that DEA Councillors had sight of the minutes and action sheets before they came before the Committee. This was seconded by Councillor Doran.

Agreed: **The update on the DEA Fora was agreed on the proposal of Councillor Ó'Muiri, seconded by Councillor Doran and it was also agreed that DEA Councillors had sight of the minutes and action sheets before they come before the Committee. This was seconded by Councillor Doran.**

AHC/79/2016 REPORT ON THE AREAS AT RISK COMMUNITY EDUCATIONAL CLASSES IN BESSBROOK AND CROSSMAGLEN COMMUNITY CENTRES

Read: Report from Mrs J Hillen, Assistant Director of Active and Healthy Communities, Community Engagement, dated 20 June 2016 regarding update on the Areas at Risk Community Educational classes in Bessbrook and Crossmaglen community centres. (Copy circulated).

Mrs Hillen presented the report stating that Newry, Mourne and Down District Council receive £30,000 from the Department of Communities for both Crossmaglen and Bessbrook Community Centres to facilitate community educational classes. She advised the agreed programme for 2016/2017 was outlined within the report.

Noted: **The report on the Areas at Risk Community Educational Classes in Bessbrook and Crossmaglen Community Centres was noted.**

AHC/80/2016 MINUTES OF PCSP & POLICING COMMITTEE MEETINGS HELD ON 23 MARCH 2016

Read: Minutes of PCSP & Policing Committee Meetings held on 23 March 2016 (Copy circulated)

Mrs Hillen advised the minutes and report of the previous PCSP Meeting and Policing Committee Meeting were attached for noting.

Noted: **The minutes of PCSP & Policing Committee Meetings held on 23 March 2016 were noted.**

LEISURE AND SPORTS

AHC/81/2016 REPORT ON INDOOR LEISURE BUSINESS PLAN REQUIREMENTS

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Indoor Leisure Business Plan Requirements (Copy circulated).

Mr Moore presented the report stating the key corporate objectives relative to indoor leisure were to 'support improved health and well-being outcomes' as well as 'transformed and modernised the Council, providing accessible as well as value for money services.'

Mr Moore advised the report recommended that Council engage support to develop a business plan to map out the Council's vision as above based on marketing; branding; pricing strategy; opportunities for income generation and consistent service proposition. He stated this would involve engagement with a 3rd party.

Agreed: **The report on the Indoor Leisure Business Plan requirements was agreed on the proposal of Councillor Ó'Muiri, seconded by Councillor Brown.**

AHC/82/2016 REPORT ON FITNESS SUITE OPERATIONS FOR INDOOR LEISURE CENTRES

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding fitness suite operations for indoor leisure centres (Copy circulated).

Mr Moore presented the report stating that the Newry Leisure Centre Phase 2 has commenced with provision and space set aside for a fitness suite. He advised this would be an issue for the new Downpatrick Leisure centre and in the next 3-5 years, centres such as Kilkeel, Ballymote and Newcastle may also be considered.

Mr Moore advised the report recommended that officers go to market to obtain quotations from suppliers on the following basis:

- Straight capital purchase
- Lease
- Leisure equipment partner for fixed term

He advised the report recommended that the officers should report back to Council at a later date in conjunction with proposed business plan requirements.

Agreed: It was agreed on the proposal of Councillor Taylor, seconded by Councillor Ó'Muiri to accept the officer's recommendation that officers go to market to obtain quotations from suppliers on a straight capital purchase; lease; and leisure equipment partner for fixed term basis and that officers report back to Council at a later date in conjunction with proposed business plan requirements.

AHC/83/2016 REPORT ON CAFÉ OPERATING MODEL FOR NLC PHASE 2

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding café operating model for Newry Leisure Centre Phase 2 (Copy circulated).

Mr Moore presented the report stating provision and space had been set aside in Newry Leisure Centre for a café which provided Council with 2 separate options. Option 1 would be to purchase and operate 'in-house' i.e. Council decides upon specification, equipment needed and the full operational management of the café. Option 2 would be to initiate the procurement process to allow an Independent to operate which would involve Council entering into a management agreement with a business adopting a specification that reflects the ethos and standards of Newry, Mourne and Down District Council.

Mr Moore advised the report recommended that Council permit officers to proceed with option 2 and aim to appoint a supplier in line with contractor construction deadlines.

Councillor Ó'Muiri proposed to accept the officer's recommendation and asked that local businesses be encouraged to submit expressions of interest in the venture. This was seconded by Councillor Harvey.

Agreed: It was agreed on the proposal of Councillor Ó'Muiri, seconded by Councillor Harvey that officers proceed with initiating the procurement process to allow an independent to operate a café at Newry Leisure Centre Phase 2, ensuring that local businesses are encouraged to submit expressions of interest in the venture.

AHC/84/2016 REPORT ON SOFT PLAY PROCUREMENT FOR NEWRY LEISURE CENTRE, PHASE 2

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Soft Play Procurement for Newry Leisure Centre, phase 2 (Copy circulated).

Mr Moore presented the report advised that as Newry Leisure Centre Phase 2 had commenced construction, provision and space had been set aside for a soft play area and it was recommended that Council permit officers to proceed with a

procurement process with the aim of appointing a supplier in line with contractor construction deadlines.

Agreed: It was agreed on the proposal of Councillor Doran, seconded by Councillor Harte that officers be permitted to proceed with a procurement process with the aim of appointment a supplier in line with contractor construction deadlines.

AHC/85/2016 **REPORT ON LOOSE FIXTURES, FITTINGS AND EQUIPMENT NEEDED FOR NEWRY LEISURE CENTRE, PHASE 2**

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding loose fixtures, fittings and equipment needed for Newry Leisure Centre, Phase 2 (Copy circulated).

Mr Moore presented the report stating numerous loose fixtures, fittings and equipment had been identified that were not currently provided within the tender contract award at Newry Leisure Centre, Phase 2.

Mr Moore advised the report recommended that officers be permitted to proceed with finalising specification of items that were required for Newry Leisure Centre, Phase 2, subject to the adoption of procurement procedures where applicable whilst also ensuring the Council achieved best value for money.

Agreed: The report on the loose fixtures, fitting and equipment needed for Newry Leisure Centre, Phase 2 was agreed on the proposal of Councillor Taylor, seconded by Councillor Ó'Muiri.

AHC/86/2016 **REPORT ON DROWNING DETECTION SYSTEM**

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Drowning Detection System (Copy circulated).

Mr Moore presented the report stating that as part of the new Down Leisure Centre construction specification, an underwater drowning detection system would be installed and the report recommended that Members facilitate a presentation at a future AHC Committee meeting from a specialist supplier to determine if they wish to consider a similar system at other facilities.

Agreed: It was agreed on the proposal of Councillor Harvey, seconded by Councillor Harte that a supplier of the drowning detection system be invited to a future AHC Committee Meeting in order that Members could determine if they wished to consider a system to be installed within other facilities.

AHC/87/2016 REPORT ON SWIM ACADEMY YEAR 1 REVIEW

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Swim Academy Year 1 Review (Copy circulated).

Mr Moore presented the report stating that following the implementation of the STA International Learn to Swim programme last year, it was agreed that a review of the programme would take place.

Mr Moore stated there were 188 responses received to a survey from customers and 28 responses from staff with 98% of customers indicating they enjoyed the activity they attended and 97% of customers stated they would recommend the academy to friends/family.

Mr Moore advised the report recommended that Council continue with the STA swim lesson delivery model with scope for on-going reviews in conjunction with staff and customers and amendments made where applicable and where it was in line with the STA delivery model.

Agreed: **It was agreed on the proposal of Councillor Loughran, seconded by Councillor Walker to accept the officer's recommendation to continue with the STA swim lesson delivery model.**

AHC/88/2016 REPORT ON THE REQUEST TO USE THE ROCK POOL - NEWCASTLE

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding request to use Rock Pool - Newcastle (Copy circulated).

Mr Moore presented the report advising YMCA in Newcastle have asked whether they could operate the Rock Pool one evening per week in July and August on a six-week trial for their own use, when the facility was closed to members of the public.

Mr Moore advised the report recommended that Council accept the request for a six week trial from YMCA and the hourly operational costs be passed onto the YMCA for this period. It also recommended that an assessment be undertaken on the completion of the trial to determine the viability of a partnership between Council and YMCA.

Agreed: **It was agreed on the proposal of Councillor Doran, seconded by Councillor Trainor that Council accept the request for a six week trial from YMCA and the hourly operational costs be passed onto the YMCA for this period.**

It was also agreed that an assessment be undertaken on the completion of the trail to determine the viability of a partnership between Council and the YMCA.

AHC/89/2016 REPORT ON EVERYBODY ACTIVE 2020 DELIVERY PARTNERS

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Every Body Active 2020 Delivery Partners (Copy circulated).

Mr Moore presented the report stating that it had been agreed at the December AHC Committee Meeting that Council appoint five delivery partners to deliver the targets for a six month period only and to seek expressions of interest by an open process from other groups who may be in a position to delivery on the targets.

Mr Moore advised expressions of interest went out to public advert in May with five organisations returning their submissions. These five organisations were assessed against a scoring matrix with all applicants being successful.

The recommendation was that Council appoint Clanrye Group Limited, Ulster Rugby, County Down Rural Community Network, Athletics Northern Ireland and Tollymore FC as the EBA 2020 partners to deliver the targets set by Sport NI.

Agreed: **It was agreed on the proposal of Councillor Taylor, seconded by Councillor Loughran that Council appoint Clanrye Group Limited, Ulster Rugby, County Down Rural Community Network, Athletics Northern Ireland and Tollymore FC as the EBA 2020 partners to deliver the targets set by Sport NI.**

AHC/90/2016 UPDATE ON COMMUNITY CENTRE PHOTOVOLTAIC INSTALLATIONS

Read: Report from Mr C Óg Mussen, Energy and Sustainability Officer, dated 20 June 2016 regarding Community Centre Photovoltaic Installations (Copy circulated).

Mr Lipsett presented the report stating there was potential for Photovoltaic Installations on a significant number of community centres in the Council area and that due to budget constraints, the following list of community centres should be prioritised in terms of suitability and financial benefits:

- Inverbrena Community Hall
- Mullaghbawn Community Centre
- Whitegates Community Centre
- Killough Community Hall
- Hilltown Community Centre

Agreed: It was agreed on the proposal of Councillor Trainor, seconded by Councillor Harvey that Inverbrena Community Hall, Mullaghbawn Community Centre, Whitegates Community Centre, Killough Community Hall and Hilltown Community Centre be prioritised for Photovoltaic Installations.

HEALTH AND WELLBEING

AHC/91/2016 REPORT ON APPOINTMENT OF PUBLIC ANALYST

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing) dated 20 June 2016 regarding Appointment of Public Analyst (Copy circulated).

Mr Devlin advised the Chief Environmental Health Officer's Group had reported that the contract to provide Public Analyst Services for the 11 District Councils had been awarded to Public Analyst Scientific Services Limited.

Mr Devlin stated the report recommended that the persons set out in the report fulfilled the requirements of the Regulations for appointment as Public Analysts on behalf of the Council.

Agreed: It was agreed on the proposal of Councillor Taylor, seconded by Councillor Loughran to accept the officer's recommendation in relation to the appointment of designated people to act as Public Analysts on behalf of the Council.

AHC/92/2016 REPORT ON FOOD SERVICE PLAN 2016

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing) dated 20 June 2016 regarding Food Service Plan 2016-17 (Copy circulated).

Mr Devlin advised that under the Food Standards Agency's Framework Agreement on Food Controls, all Local Authorities were required to produce and place before Council a Food Service Plan which was a detailed document outlining all aspects of food control within the Council area, as circulated.

Mr Devlin stated the report recommended that the Food Service Plan for 2016-17 be adopted by Council.

Agreed: It was agreed on the proposal of Councillor Loughran, seconded by Councillor Taylor to accept the officer's recommendation to adopt the Food Service Plan for 2016-17, as detailed in the Officer's report.

AHC/92/2016**REPORT ON AFFORDABLE WARMTH SCHEME 2017**

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing) dated 20 June 2016 regarding Affordable Warmth Scheme (Copy circulated).

Mr Devlin advised the Department of Communities expected to allocate £15.5m ringfenced for Affordable Warmth measures across Northern Ireland for 2016/17 and that due to this decrease in budget the number of surveys expected by Council to deliver to NIHE would be reduced to 506 from 1000.

Noted: The update on the Affordable Warmth Scheme 2017 was noted.

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2015**AHC/93/2016****REQUEST FROM COUNCILLOR BAILIE – VOLUNTARY CONTRIBUTION FUNDING – DOWNPATRICK IRISH LANGUAGE SUMMER SCHOOL**

Agreed: On the proposal of Councillor Doran, seconded by Councillor Taylor, 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 5 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – “Information in relation to which a claim for legal professional privilege could be maintained in legal proceedings, and the public may, by resolution, be excluded during this item of business.”

Agreed: On the proposal of Councillor Taylor, seconded by Councillor Ó'Muiri, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor Walker, seconded by Councillor Taylor, to refer the matter of Voluntary Contribution Funding – Downpatrick Irish Language Summer School to the SPR Committee for further investigation.

There being no further business the meeting ended at 6.50pm.

For consideration at Meeting of Newry, Mourne and Down District Council to be held on Monday 4 July 2016.

Signed: Councillor M Carr
Chairperson

Signed: Mr M Lipsett
Director of Active and Healthy Communities

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

RTS/M

Minutes of the Regulatory and Technical Services Committee Meeting held on Wednesday 22 June 2016 at 5.00 pm in the Boardroom, District Council Offices, Monaghan Row, Newry

Chairperson: Councillor R Mulgrew

Vice Chairperson: Councillor T Andrews

Members:

Councillor C Casey	Councillor G Craig
Councillor V Harte	Councillor D Hyland
Councillor J Macauley	Councillor P O’Gribin
Councillor G Stokes	Councillor D Taylor
Councillor J Trainor	

Non Committee Members: Councillor P Clarke

Officials in Attendance:

- Mr L Hannaway, Chief Executive
- Mr C O’Rourke, Director of Regulatory and Technical Services
- Mr J Parkes, Assistant Director of Waste Management
- Mr K Scullion, Assistant Director Facilities Management and Maintenance
- Mr C Jackson, Assistant Director of Building Control and Regulations
- Mr A McKay, Chief Planning Officer
- Mrs C McAteer, Democratic Services Officer

RTS/91/2016: APOLOGIES AND CHAIRPERSON’S REMARKS

Apologies were received from Councillors Fitzpatrick, Curran and Tinnelly.

Councillor Mulgrew welcomed everyone to the Meeting and in particular Councillor Macauley and Councillor Trainor as new Members of the Council.

RTS/92/2016: DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of interest.

RTS/93/2016: ACTION SHEET OF THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING – WEDNESDAY 18 MAY 2016

Read: Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 18 May 2016. *(Circulated)*.

Agreed: It was unanimously agreed to note the Action Sheet.

RTS/94/2016: TIMES OF FUTURE COMMITTEE MEETING

Agreed: It was unanimously agreed that the Regulatory and Technical Services Committee Meetings commence at 5.00 pm for the 2016/2017 term of office.

BUILDING CONTROL

RTS/95/2016: REPORT RE: DILAPIDATED/DANGEROUS STRUCTURES AND NEGLECTED SITES LEGISLATION

Read: Report dated 9 June 2016 from Mr J Birt, Specialist Support Officer, Building Control and Licensing re: Consultation on the Dilapidated/Dangerous Structures and Neglected Sites Legislation. The report recommended approval of the draft response as circulated to the public consultation with the response to be returned to the Department of Agriculture, Environment and Rural Affairs on behalf of the Council, by 30 June 2016. *(Circulated)*.

Agreed: On the proposal of Councillor Taylor, seconded by Councillor Hyland, it was agreed to approve the above report and recommendation that the draft response be submitted on behalf of the Council by 30 June 2016.

PLANNING

RTS/96/2016: PLANNING DEPARTMENT PERFORMANCE INDICATORS – MAY 2016

Read: Newry, Mourne and Down District Council Planning Department Performance Indicators – May 2016. *(Circulated)*.

Noted: Mr McKay gave an update on the performance of the Planning Department. He said a new range of measures had been put in place to deal with planning applications including the introduction of speaking rights at Planning Committee Meetings. There was a

significant increase in the number of applications which were now being presented to the Committee and the backlog of live applications had been reduced to 1300 and was heading towards 1200. Currently the Planning Department was issuing in excess of 70 decisions per week and this was a significant uplift on what was being achieved last year. He also added that 30-40 new applications were being received each week.

Agreed: It was unanimously agreed to note the Planning Department Performance Indicators report.

RTS/97/2016: **RECORD OF MEETINGS BETWEEN PLANNING OFFICERS AND PUBLIC REPRESENTATIVES**

Read: Record of Meetings between Planning Officers and Public Representatives. (*Circulated*).

Agreed: It was unanimously agreed to note the Public Representatives report.

RTS/98/2016: **REPORT OF CURRENT APPEALS – MAY 2016**

Read: Report of Current Appeals – May 2016 (*Circulated*).

Noted: Mr McKay advised that in the 15 months that the Planning Department had been in existence within the Council, 10 decisions which had been taken by the Council, had been taken to appeal. Of these 10 appeals, 7 had been dismissed and 3 upheld.

Agreed: It was unanimously agreed to note the Public Representatives report.

RTS/99/2016: **REPORT RE: DOE CONSULTATION ON PERMITTED DEVELOPMENT RIGHTS**

Read: Report re: DoE consultation on permitted development rights. The report gave details of the changes proposed by DoE which were intended to lighten the regulatory burden on businesses and individuals while still protecting the environment, amenity and public safety. Officers considered that the proposals struck a reasonable balance and invited Members to indicate their general support for the proposals. (*Circulated*).

Agreed: On the proposal of Councillor Craig, seconded by Councillor Andrews, it was agreed to approve the draft response to the DoE in respect of their Consultation on Permitted

Development Rights, subject to Mr McKay clarifying an issue raised by Councillor Casey, that the extension of permitted development rights for the installation of new or replacement telegraph poles and the installation of new overhead lines would not lead to a proliferation of poles in areas of outstanding natural beauty or areas of special scientific interest.

RTS/100/2016: REPORT RE: EXTENSION TO THE FILE STORAGE AND RETRIEVAL CONTRACT FOR PLANNING FILES

Read: Report dated 22 June 2016 from Mr A McKay re: extension to the file storage and retrieval contract for Planning files. Mr McKay advised that the current contract between DoE and Iron Mountain, which was due to end on 30 June 2016, had been extended for a further 2 year period until 30 June 2018 (contract value approximately £10k per annum). *(Circulated)*.

Agreed: On the proposal of Councillor O’Gribin, seconded by Councillor Hyland, it was agreed to approve the extension of the file storage and retrieval contract for Planning files for a further 2 year period until 30 June 2018 at a cost of approximately £10k per annum.

FACILITIES MANAGEMENT AND MAINTENANCE

RTS/101/2016: REPORT ON BUS SHELTER REQUESTS

Read: Report from Mr K Scullion dated 22 June 2016 on bus shelter requests. *(Circulated)*.

Agreed: On the proposal of Councillor Andrews, seconded by Councillor O’Gribin, it was agreed to approve the following:-

Bus shelter requests

- A cantilever type bus shelter be installed at A24 Newcastle Road/Ballinahinch bus stop and to include the provision of a seat subject to meeting TNI site requirements.
- Council to write to Translink requesting that they give consideration to extending the bus shelter at Belfast Road, Saintfield. If this request was turned down the Council to consider asking Translink to transfer ownership of this bus shelter to the Council.

- A cantilever type bus shelter be installed at Ballyholland Road, Ballyholland, and to include the provision of a seat subject to meeting TNI site requirements.
- A cantilever type bus shelter be installed at this Carrivemaclone, Newry, and to include the provision of a seat subject to meeting TNI site requirements.
- A cantilever type bus shelter be installed at Cloughreagh Park, Bessbrook, and to include the provision of a seat subject to meeting TNI site requirements.
- An enclosed type bus shelter be installed at Drumaroad, Castlewellan.
- A cantilever type bus shelter be installed at 47 Belfast Road, Crossgar, and to include the provision of a seat subject to meeting TNI site requirements.
- Side panels be installed at the bus shelters adjacent to 65 Downpatrick Street, Crossgar and Drumaness/Newcastle Road, Drumaness – Belfast direction.

Bus shelter requests under consideration

Location	Date Request Made
Glassdrumman Road, Annalong– new bus shelter (x2)	August 2014
Sandbank/Hilltown Road, Mayobridge – new bus shelter	October 2014
Turleys Crossroads/Prospect Road, Moneyslane – new bus shelter	February 2015
Clanvaraghan Road, Castlewellan – new bus shelter	June 2015
Roxborough Road, Dorsey – relocate bus shelter	July 2015
Bryansford Road, Newcastle – new bus shelter	September 2015
Castlewellan Road, Clough – new bus shelter	October 2015
Belfast Road, Newry close to Park n Share car park at Sheepbridge – new	January 2016

bus shelter	
Carnaney/Bavan Road Mayobridge – new bus shelter	February 2016

Noted: Mr Scullion said that the erection of any bus shelter would be subject to funding being available. He said there was £30,000 set aside in the Rate Estimates for the 2016/2017 year and he would bring a further report back to the August RTS Committee Meeting on the bus shelters that were proceeding and the remaining budget. It would be a decision for the Members to agree how to allocate the remaining funding.

In response to a query from Councillor Craig, Mr Scullion said an update on the request for a bus shelter at Turley's Crossroads would be tabled at the August RTS Meeting.

In response to a query from Councillor Casey regarding the possibility of a bus shelter being provided at Drummond Road, on the main Armagh Road, Newry, Mr Scullion said he would speak to Councillor Casey about getting the details of residents who had asked for this bus shelter.

FOR NOTING

RTS/102/2016: **LIST OF BUILDINGS OF SPECIAL ARCHITECTURAL OR HISTORIC INTEREST IN THE NEWRY, MOURNE AND DOWN DISTRICT COUNCIL**

Read: Details of the Fourth Addition to the List of Buildings of Special Architectural or Historic Interest in the Newry, Mourne and Down District Council area. ***(Circulated)***.

Agreed: **It was unanimously agreed to note the above correspondence.**

RTS/103/2016: **arc21 JOINT COMMITTEE MEMBERS MONTHLY BULLETIN MAY 2016**

Read: arc21 Joint Committee Members Monthly Bulletin May 2016. ***(Circulated)***.

Agreed: **It was unanimously agreed to note the above correspondence.**

RTS/104/2016: **arc21 JOINT COMMITTEE MEETING MINUTES THURSDAY 7 APRIL 2016**

Read: arc 21 Joint Committee Meeting Minutes held on Thursday 7 April 2016 ***(Circulated)***.

Agreed: **It was unanimously agreed to note the above Minutes.**

RTS/105/2016: **ISSUED RAISED BY COUNCILLOR CASEY**

Councillor Casey raised the following issues and asked that they be recorded:-

- His disappointment that no representatives from the Council had attended the Carnagat Interagency meeting although they had been invited.
- Complaints from a household on Cabra Road, Hilltown that their bins were not being emptied despite being left out for collection (**Councillor Casey to give details to Mr L Dinsmore**).
- Complaints regarding the cleanliness of the changing rooms/shower rooms at Newry Swimming Pool (**Councillor Casey to contact Mr R Moore about this issue**).
- Damage to a property at 10 Hollywood Gardens, Rathfriland Road, Newry by a bin lorry (**Councillor Casey to contact Mr L Dinsmore about this issue**).

Mr O'Rourke said he would encourage Members who had issues such as these to contact the relevant Assistant Director and if they were not satisfactorily resolved, Members should contact the Director.

There being no further business the meeting ended at 5.50 pm.

For consideration at the Council Meeting to be held on Monday 6 July 2016.

Signed: **Councillor Roisin Mulgrew**
 Chairperson of Regulatory & Technical Services Committee

Signed: **Mr C O Rourke**
 Director Regulatory & Technical Services

Policy Forum for Northern Ireland Keynote Seminar:

Housing in Northern Ireland: meeting market demand and reforming the social housing sector

Timing: Morning, Wednesday, 14th September 2016

Venue: Belfast



Draft agenda subject to change

- | | |
|---------------|--|
| 8.30 - 9.00 | Registration and coffee |
| 9.00 - 9.05 | <u>Chair's opening remarks</u>
Michelle Gildernew MLA , Deputy Chair, Committee for Communities, Northern Ireland Assembly |
| 9.05 - 9.35 | <u>Addressing the policy challenges of housing in Northern Ireland</u>
Paul Price , Deputy Director of Housing, Department for Communities
Questions and comments from the floor |
| 9.35 - 9.45 | <u>Northern Ireland's housing market: the current state of play</u>
Nicola McCrudden , Director of Republic of Ireland and Northern Ireland, Chartered Institute of Housing |
| 9.45 - 10.45 | <u>Meeting the demand for housing: next steps for the private rental sector and the housing market</u>
Janet Hunter , Director, Housing Rights Service
Richard Ramsey , Northern Ireland Economist, Ulster Bank
Raymond Crooks , Partner, Thompson Crooks Solicitors and
Chairman, Landlords' Association for Northern Ireland
Conor Hughes , Director, Turley
Senior representative, construction
Questions and comments from the floor with Nicola McCrudden , Director of Republic of Ireland and Northern Ireland, Chartered Institute of Housing |
| 10.45 - 10.50 | <u>Chair's closing remarks</u>
Michelle Gildernew MLA , Deputy Chair, Committee for Communities, Northern Ireland Assembly |
| 10.50 - 11.20 | Coffee |
| 11.20 - 11.25 | <u>Chair's opening remarks</u>
Nichola Mallon MLA , Member, Committee for Communities, Northern Ireland Assembly |
| 11.25 - 11.55 | <u>The impact of welfare reform on the social housing sector</u>
Clark Bailie , Chief Executive, Northern Ireland Housing Executive
Questions and comments from the floor |
| 11.55 - 12.55 | <u>Social housing reform: regulating providers, the tenant participation strategy, tackling waiting lists and developing new social housing</u>
Professor Paddy Gray , Professor of Housing, Ulster University
Ricky Rowledge , Director, Council for the Homeless Northern Ireland
Clare McCarty , Chief Executive, Clanmil Housing Association
Colm McDaid , Chief Officer, Supporting Communities Northern Ireland
Questions and comments from the floor |
| 12.55 - 13.00 | <u>Chair's and Policy Forum for Northern Ireland closing remarks</u>
Nichola Mallon MLA , Member, Committee for Communities, Northern Ireland Assembly
Sean Cudmore , Deputy Editor, Policy Forum for Northern Ireland |

apse annual seminar 2016

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7-8 September 2016, Derry / Londonderry

Millennium Forum, Newmarket Street, City Centre

Survival of the fittest: Ensuring a future for local government's frontline



Featuring the APSE service awards 2016

Wednesday 7 September

Tuesday 6 September

Welcome Evening Reception

A welcome reception for delegates and exhibitors to meet in advance of the seminar and enjoy some light refreshments and a welcome from Derry / Londonderry.

To be held at The Guildhall from 7.30 - 9.30.

Wednesday 7 September

9:00am Registration, coffee and exhibition viewing

10:00am Session 1: The Local Government Challenge: A picture from across the UK

Welcome address

A symposium panel of expert speakers will present the challenges and opportunities for local government from across the UK.

Panel members:

Sally Loudon, Chief Executive, COSLA

Derek McCallan, Chief Executive, NILGA

Ask the panel: Audience Q&A

11.30am Coffee and exhibition viewing

12.00pm Session 2: Funding the frontline

Chair: Ellen Cavanagh, Derry City and Strabane District Council

Sustainable local government finance. A reality or pipe-dream?

- The UK picture of local government finance
- What do we need to change our fortunes?
- A new dynamic of funding. How do we reform the system?

Speaker: Dr Peter Kenway, New Policy Institute

The impact on liveability and neighbourhood services

- Fighting our corner for a piece of the funding pie
- What are the ancillary costs to the public purse of running down our frontline neighbourhood services?
- Fight or flight? Five ways we can sustain our liveability services

Speaker: Paul O'Brien, Chief Executive, APSE

Democracy and governance: Bringing accountability to chaos

- Understanding the need for accountability in public services
- How can we exercise governance over a fragmented public services base?
- The future role of elected members and local public services

Speaker: Professor Steven Griggs, De Montfort University

1.00pm Lunch and exhibition viewing

2.00pm Session 3: Tackling the big issues

Chair: Cllr Martin Reilly, Derry City and Strabane District Council

Delivering Homes for All

- Planning: what needs to change to deliver new build homes?
- Creating quality neighbourhoods
- Homes that deliver on social outcomes
- Building homes for rent

Speaker: Michael Chang, Projects and Policy Manager, Town and Country Planning Association

Environment and public realm

- Keeping a coastal town looking bright
- Tackling innovation in streetscene and refuse collection
- Developing new ways of working and new public expectations

Speaker: Richard Bradley, Head of City Clean and City Parks, Brighton & Hove District Council

Employment and skills in local areas

- The role of local councils in supporting employment and skills
- Creating new options for apprenticeship and building local capacity
- The findings of APSE and NLGN research

Speaker: Jessica Studdart, Assistant Director, NLGN

3.00pm Exhibition viewing and refreshments

3.30 Operational hubs

Forum 1

Highways, Street Lighting and Winter Maintenance

Forum 2

Housing and Building Maintenance

Forum 3

Refuse, Streetscene and Public Realm

Forum 4

School Meals and Facilities

Forum 5

Sport, Leisure and Public Health

4.45pm Close of seminar day one

Annual General Meeting

The AGM will be held at the City Hotel.

6.45pm AGM registration

7.00pm AGM commences

8.00pm AGM reception and evening meal with Guest Speaker

The APSE AGM is open to all member authorities and you are encouraged to ensure your own local authority is represented at this important meeting

Thursday 8 September

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9.00am Registration coffee and exhibition viewing

10:00am **Session 4: An international perspective on local and municipal government**

Managing demand and innovation in Antwerp's municipal services

- How we organise our municipal areas
- What services we provide
- The funding and demand issues
- Innovation in service delivery

Speaker: Luc De Rooms, Provincie Antwerpen, Belgium

Spanish Lessons! Gaining the most from Waste as a resource

- Using waste within a circular economy
- Developing bespoke facilities to maximise recycling
- Generating green energy from waste

Speaker: TBC

Derry City and Strabane: A new vision

- Using cross border and international connections
- The City of Culture legacy:
- Development of our public realm and infrastructure

Speaker: John Kelpie, Chief Executive, Derry City and Strabane District Council

Ask the panel: Audience Q&A

11.00am Coffee and exhibition viewing

11.30am **Session 5: Finding the money for the big issues!**

Utilising your local authority assets for income generation

- Developing an asset investment strategy
- What are the parameters for you to invest
- Managing risk. Gaining new sources of incomes

Speaker: David Bentley, CIPFA

Oxford's journey to income generation

- Recognising the problem and taking action to bridge the funding gap
- Taking a commercial approach but maintaining a public service ethos

Speaker: Tim Sadler, Executive Director, Community Services, Oxford City Council

Robin Hood Energy

- Investing in renewables
 - Generating new sources of green income to help your less well-off residents and services!
 - Gaining political buy-in
 - How much can you make! The APSE Energy and Robin Hood collaboration
- Speaker:** Gail Scholes, Head of Energy Services, Robin Hood Energy, Nottingham City Council

1.00pm Lunch and exhibition viewing

Session 6: Demand management and performance improvement

Better management of the public realm and waste resources

- Scotland's national litter strategy
- Working towards a zero waste and circular economy
- The financial and environmental imperatives

Speaker: Charlie Devine, Head of Resource Management, Zero Waste Scotland

Digital transformation

- Making digitisation work to find savings
- Avoiding social exclusion
- Managing change but including citizens and staff
- Making digitisation work for frontline services

Speaker: TBC

Using performance to drive service improvements

- Performance improvement
- How do we fit people and organisation development into a performance framework
- Ensuring organisational goals are translated to delivery on the frontline

Speaker: Dermot O'Hara, Director – People Strategies, Local Government Staff Commission for Northern Ireland

3:00pm

Motivational session: Onwards and Upwards!

Motivational speaker and sneak preview of 'Promoting Excellence' an APSE and ITN Productions film showcasing excellence in public service delivery.

4.00pm Close of seminar day two

APSE Annual Service Awards Charity Dinner 2016

The APSE service awards 2016 will be hosted at Foyle Arena, Derry

Pre-dinner reception will commence at 7.00pm along with the premier launch of 'Promoting Excellence' in association with ITN productions.

APSE is proud to once again be supporting Parkinson's UK as our event charity this year and hopes to add to the many thousands raised at our Annual Awards in recent years for this vital charity

Exhibition and sponsorship opportunities 2016

For awards sponsorship, workshop sponsorship and exhibition information please contact **Matt Paton** at Spacehouse on **m.paton@spacehouse.co.uk** or call **01625 614000**

Booking form

Office Use

Del#:

DB:

Pkg:

Hotel:

Conf:

APSE DB:

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APSE annual seminar 2016, 7-8 September, Derry/Londonderry

contact name:

authority:

address:

post code:

telephone:

fax:

email:

Please detail here any special dietary/access requirements for the delegates listed below:

APSE issues a written confirmation for all delegate bookings received. If you have not received your confirmation letter within 5 working days of sending your booking form, then please contact APSE on 0161 772 1810.

Seminar delegate fees (exclusive of accommodation costs)

Package 1: Full seminar attendance including evening functions. **APSE member: £399 + vat / Non member LA's: £559 + vat**

Package 2: Day delegate seminar only - **Wednesday** **APSE Member: £209 +vat / Non member LA's: £289 +vat**

Package 3: Day delegate **Wednesday only** including evening function. **APSE Member: £239 +vat / Non member LA's: £335 +vat**

Package 4: Day delegate seminar only - **Thursday** **APSE Member: £209 +vat / Non member: £289 +vat**

Package 5: Day delegate **Thursday only** including evening awards. **APSE Member: £295+vat / Non member LA's: £405+vat**

Commercial organisations - Package 1: **£709 +vat** Package 2: **£389 +vat** Package 3: **£435+vat** Package 4: **£389+vat** Package 5: **£535+vat**

Hotel Accommodation*

Bookings will be allocated on a 'first come' basis - please tick the required accommodation option below.

A list of nearby hotels is available from APSE for delegates wishing to arrange their own accommodation.

Option A: 3 nights special rate accommodation. Dates: 6,7,8 Sept 2016. **Cost (B&B): £225+vat***

Option B: 2 nights special rate accommodation. Dates: 7 and 8 Sept 2016. **Cost (B&B): £150+vat***

(*) APSE will invoice delegates for the B&B costs at the appropriate rate.

All extras must be paid direct to the hotel on departure.

Please note that all hotel bookings at this event must be reserved via APSE as the hotel will not accept any direct bookings at the above special rate.

Please indicate preferred method of payment (tick):-

VAT registration number 519 286 915

☐ Please find enclosed cheque (made payable to APSE)

☐ Please invoice me, my purchase order number is:.....

CANCELLATION & REFUND POLICY: Reservation is a contract. Substitution of delegates is acceptable any time in writing by post, email to vstarmer@apse.org.uk or fax to 0161 772 1811. Cancellations must be made in writing at least 10 working days before the event (**before 5pm on 25 August 2016**) and will incur a 20% administration fee. No refunds can be given for cancellations received less than 10 working days before the event or for non-attendance. In the unlikely event of cancellation by the organisers, liability will be restricted to the refund of fees paid. The organisers reserve the right to make changes to the programme, speakers or venue should this become necessary.

Delegate Name	Delegate Position	Delegate Email	Main Contact?	Operational hubs (please circle)	Delegate package (please circle)	Accommodation (please circle)
			☐	1 2 3 4 5	1 2 3 4 5	Option A / Option B
			☐	1 2 3 4 5	1 2 3 4 5	Option A / Option B
			☐	1 2 3 4 5	1 2 3 4 5	Option A / Option B
			☐	1 2 3 4 5	1 2 3 4 5	Option A / Option B

Please return completed form to Vicky Starmer, APSE, 2nd floor Washbrook House, Lancastrian Office Centre, Talbot Road, Old Trafford, Manchester M32 0FP

or fax direct to: 0161 772 1811 Telephone: 0161 772 1810 - E-mail: vstarmer@apse.org.uk