NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Ref: AHC/2016

Minutes of Active and Healthy Communities Committee Meeting held on Monday 16 May 2016 at 6.00pm in the Commedagh Room, Downshire Civic Centre, Downpatrick

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Chairperson:	**Councillor L Devlin**	
In attendance:	**(Councillors)**	
	Councillor S Burns	Councillor M Carr
	Councillor S Doran	Councillor G Fitzpatrick
	Councillor H Harvey	Councillor K Loughran
	Councillor B Ó'Muirí	Councillor W Walker
Non-Committee Members:	Councillor T Andrews Councillor P Clarke	
Officials in attendance:	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/60/2016: APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillors Harte, Kimmins, Sharvin and Taylor.

- The Chairperson advised an email had been received from Kilkenny Masters Swimming Club which thanked Newry Leisure Centre staff on the organisation of the Swim Ulster Gala 2016. They particularly praised the venue for its wheelchair accessibility.
- The Chairperson reminded Members about the Sports Facilities Strategy Workshop which was to take place on 17th May 2016 at 2pm in the Downshire Civic Centre.

AHC/61/2016: DECLARATIONS OF INTEREST

There were no declarations of interest.

AHC/62/2016: **ACTION SHEET OF THE ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING HELD ON 18 APRIL 2016**

Read: Action Sheet of the Active and Healthy Communities Committee Meeting held on 18 April 2016. (Copy circulated).

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

AHC/63/2016 **SCHEME OF DELEGATION REPORT (16/11/15-16/05/16)**

Read: Report from Mr M Lipsett, Director of Active & Healthy Communities, dated 16 May 2016, regarding Scheme of Delegation Report from 16/11/15-16/05/16. (Copy circulated).

Noted: **The Scheme of Delegation Report was noted.**

COMMUNITY ENGAGEMENT

AHC/64/2016 **BURREN VISION REPORT**

Read: Report from Ms S Rice, Crotlieve DEA Coordinator, dated 16 May 2016 regarding Letter of Support for Burren Vision Group, Warrenpoint. (Copy circulated)

Mrs Hillen presented the report which recommended that Council issue a letter outlining their support in principle for the Burren Vision Group second stage application to the Lottery's 'Space and Place' programme.

Mrs Hillen advised that the Burren Vision Group delivers a wide range of activities for the local community with their vision to provide a community hub that promotes improved health and wellbeing for the entire locality regardless of ability, belief or age through enhanced facilities and services.

Councillor Burns proposed to accept the officer's recommendation stating this was an excellent group whose vision is very impressive. Councillor Fitzpatrick in seconding the proposal stated that Council should support the group and they were not seeking any financial assistance.

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Fitzpatrick that Council issue a letter outlining their support, in principle, for the Burren Vision Group second stage application to the Lottery's 'Space and Place' programme.**

AHC/65/2016 **SERVICE LEVEL AGREEMENTS WITH COMMUNITY FACILITIES**

Read: Report from Mrs J Hillen, Assistant Director of Active and Healthy Communities, Community Engagement, dated 16 May 2016 regarding Service Level Agreements with Community Facilities (Copy circulated).

Mrs Hillen presented the report advising of the new process for the management of Service Level Agreements with Community Centres and services on behalf of Council.

Mrs Hillen stated meetings would be arranged with organisations to explain the new process and assist with any concerns raised and this would be undertaken by AHC staff with assistance from the Strategic Programmes Section as required.

Noted: The report on Service Level Agreements with Community Facilities was noted.

LEISURE AND SPORTS

AHC/66/2016 **MARY PETERS TRUST**

Read: Report from Mr R Moore, Assistant Director of Active and Healthy Communities (Leisure and Sport) dated 16 May 2016 Mary Peters Trust (Copy circulated).

Mr Moore advised Council had received correspondence from the Mary Peters Trust seeking support for the sports grants for local sportsmen and women, some of whom reside in the Council area.

Mr Moore stated the recommendation would be that the Council should politely decline to support the Trust and develop a new Sports Grants Award Process which could be administered through the SAND once the group became operational.

Councillor Burns proposed to accept the officer's recommendation, this was seconded by Councillor Harvey.

Councillor Carr proposed a nominal contribution of £1000 be granted to the Mary Peters Trust as he was concerned that smaller sports such as wheelchair basketball would not be able to avail of such funds if Council were to develop a Grants Scheme.

This was seconded by Councillor Fitzpatrick.

Councillor Burns agreed to include Councillor Carr's proposal into his original proposal, this was agreed by Councillor Harvey.

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Harvey to accept the officer's recommendation to develop a new Sports Grants Award Process which could be administered through the SAND, once the group became operational. It was also agreed to send a contribution of £1000 to the Mary Peters Trust.**

<u>HEALTH AND WELLBEING</u>

AHC/67/2016 **<u>RESPONSE TO CONSULTATION ON DIABETES STRATEGIC FRAMEWORK</u>**

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing) dated 16 May 2016 regarding Response to Consultation on Diabetes Strategic Framework (Copy circulated).

Agreed: **It was agreed on the proposal of Councillor Doran, seconded by Councillor Burns, that the Council respond to the consultation Document regarding the Diabetes Strategic Framework as set out by the officers.**

AHC/68/2016 **<u>REVIEW OF HOUSING FITNESS STANDARD</u>**

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing) dated 16 May 2016 regarding Review of Housing Fitness Standard (Copy circulated).

Agreed: **It was agreed on the proposal of Councillor O'Muirí, seconded by Councillor Doran that the response as set out by the officers was submitted on behalf of the Council.**

AHC/69/2016 **<u>FOOD HYGIENE RATING SCHEME</u>**

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing) dated 16 May 2016 regarding Food Hygiene Rating Scheme (Copy circulated).

Agreed: **It was agreed on the proposal of Councillor Burns, seconded by Councillor Fitzpatrick that Council submit the officer's response to the FSA NI by 20 June 2016.**

COMMUNITY ENGAGEMENT

AHC/70/2016 **ASSETS RECOVERY AND PRIORITY YOUTH INTERVENTION FUNDING**

Read: Report from Ms S Fearon, PCSP Manager, dated 16 May 2016 regarding Assets Recovery and Priority Youth Intervention Funding (Copy circulated).

Mrs Hillen advised the Department of Justice had issued calls for funding under Assets Recovery and Priority Youth Intervention and three groups within the District were successful. She stated the groups had requested an advance payment of grant aid in order to facilitate the commencement of the projects and this would then be claimed back by the Council from the Department of Justice in quarterly claims.

Mrs Hillen recommended that the Committee approve the issuing advance payments to successful groups funded through Assets Recover and Priority Youth Intervention Funding.

Agreed: **It was agreed on the proposal of Councillor O'Muirí, seconded by Councillor Burns to approve the issuing of advance payments to the successful groups funded through Assets Recovery and Priority Youth Intervention Funding.**

There being no further business the meeting ended at 6.17pm.

For consideration at Meeting of Newry, Mourne and Down District Council to be held on Monday 6 June 2016.

Signed: Councillor L Devlin
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 18 May 2016 at 3.00 pm in the Boardroom, District Council Offices, Monaghan Row, Newry

Chairperson:	Councillor T Andrews	
Vice Chairperson:	Councillor S Ennis	
Members:	Councillor P Brown	Councillor P Byrne
	Councillor C Casey	Councillor S Doran
	Councillor G Fitzpatrick	Councillor V Harte
	Councillor M Murnin	Councillor P O'Gribin
	Councillor G Stokes	Councillor H Reilly
	Councillor D Taylor	
Non Committee Members:	Councillor P Clarke	

Officials in Attendance:
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, Head of Planning
Mrs C McAteer, Democratic Services Officer

RTS/70/2016: APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillor G Hanna.

Councillor Andrews extended his sympathy to Mr Mickey Brady, MLA for Newry and Armagh on the recent death of his mother, Sarah.

Councillor Andrews also extended his sympathy to the family of Daryl Shaw who had recently been killed in a tragic road accident.

Councillor Andrews extended his congratulations to former Councillors Harold McKee and Colin McGrath on their election as MLAs. He asked that a letter of congratulations be sent to the MLAs from this Council area who had been successful in the recent Stormont elections.

RTS/71/2016: DECLARATIONS OF CONFLICTS OF INTEREST

Councillor Casey declared an interest in an item on the Action Sheet – "Capital Expenditure Projects" as he was on the Board of Governors of Bunscoil an Iuir.

RTS/72/2016: ACTION SHEET OF THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING – WEDNESDAY 20 APRIL 2016

Read: Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 20 April 2016. ***(Circulated).***

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

Noted: In response to a query from Councillor Ennis, Mr O'Rourke advised home compactor units costing £5 were now available and would be given out on a collection only basis.

RTS/73/2016: REGULATORY AND TECHNICAL SERVICES BUSINESS PLAN

Read: Regulatory and Technical Services Business Plan. ***(Circulated).***

Noted: Mr O'Rourke referred to item A36 – Fleet Management – and said that in the 2015/2016 Capital Plan, finance had been set aside for the purchase of 4 new replacement refuse vehicles. However there had been some technical issues with the specification for the vehicles and as a result the order for the 4 vehicles had not been placed. Mr O'Rourke advised it was now the intention to carry forward the capital for the purchase of these 4 vehicles to the current financial year and purchase a total of 8 No. replacement refuse vehicles.

Agreed: **It was agreed to note the Regulatory and Technical Services Business Plan as circulated and also the update from Mr C O'Rourke that 8 No. replacement refuse vehicles would be purchased in the 2016/2017 financial year.**

Councillor Taylor and Councillor O'Gribin joined the meeting – 3.10 pm.

PLANNING

RTS/74/2016: PLANNING DEPARTMENT PERFORMANCE INDICATORS – APRIL 2016

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

Noted: Mr McKay gave an update on the performance of the Planning Department. He said in the latter part of 2015 the Department hit a peak of 1600 live applications in the system but this figure was now down to below 1400. He said steady progress was being made in reducing the backlog and this was helped by the fact that all additional staff which they had been given authority to recruit were now in post.

Mr McKay also referred to the almost double increase in decisions issued per month and said this level of performance was being maintained and surpassed within the Department.

He noted that the number of live enforcement cases was still quite high but said that this was an inevitable consequence of resources being directed to development management.

Councillor Murnin welcomed the reduction in the average number of live applications being given to each Case Officer and said this would lead to a more manageable workload. He also expressed concerns at the impact of the higher number of refusals which were being issued as a result of dealing with the backlog of applications, would have on the workload of the Planning Committee.

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

RTS/75/2016: **RECORD OF MEETINGS BETWEEN PLANNING OFFICERS AND PUBLIC REPRESENTATIVES**

Read: Record of Meetings between Planning Officers and Public Representatives for April 2016. ***(Circulated).***

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

FACILITIES MANAGEMENT AND MAINTENANCE

RTS/76/2016: **CONSIDERATION OF REQUEST FOR REMOVAL OF TREES AT KILBRONEY MUNICIPAL CEMETERY, ROSTREVOR**

Read: Report dated 18 May 2016 from Mr K Scullion seeking approval to decline a request for the removal of 10 silver birch trees, which lie along the boundary line between Kilbroney Old Cemetery and the Council's Municipal Cemetery. ***(Circulated).***

Agreed: **On the proposal of Councillor Doran, seconded by Councillor Taylor, it was agreed to refuse with regret a request for the removal of 10 silver birch trees which lie along the boundary line between Kilbroney Old Cemetery and the Council's Municipal Cemetery.**

RTS/77/2016: **TO CONSIDER ADDITIONAL OFF ROAD CAR PARKING AT KILBRONEY MUNICIPAL CEMETERY, ROSTREVOR**

Read: Report dated 18 May 2016 from Mr K Scullion seeking approval to undertake a feasibility study into whether additional off street car parking is required at Kilbroney Municipal Cemetery, Rostrevor, and if so the impact of accommodating this within the Council's approved cemetery development (arising from a Crotlieve DEA Meeting). ***(Circulated).***

Agreed: **On the proposal of Councillor Taylor, seconded by Councillor Casey, it was agreed officers undertake a feasibility study into a request to provide additional off street car parking at Kilbroney Municipal Cemetery, Rostrevor, and as part of the study to consider the best use of the piece of ground identified for possible parking as opposed to using the greenfield site.**

RTS/78/2016: **COUNCIL PUBLIC AMENITY SPACE NEAR THE COUNCIL PUBLIC TOILETS AND CASTLEWELLAN MARKET HOUSE LIBRARY (AT THE REQUEST OF COUNCILLOR P CLARKE)**

Noted: Councillor P Clarke said that the former Down District Council had granted permission for contractors who were carrying out works, to use a small section of Council amenity space near the Council public toilets and Castlewellan Market House Library. He said this work was near completion and he would ask that the Council now review the use of this space.

Councillor Clarke said the space was being used for ball sports and this was damaging the walls of the toilets and leading to complaints from the nearby library. Residents were also complaining about noise nuisance. He asked if the Council would consider erecting collapsible, lockable bollards or some other measures which would prevent use of the area for ball games but would still facilitate traders who used the space during market days.

Mr O'Rourke advised that officers had investigated this issue and any damage to property had been negligible and no noise complaints had been made to date. He said the erection of bollards would have quite significant cost implications and they would have to be taken down at regular intervals to accommodate the market.

Agreed: **On the proposal of Council O'Gribin, seconded by Councillor Ennis, it was agreed officers investigate options for securing the amenity space near the Council public toilets in Castlewellan and report back to the Committee.**

At the request of Councillor O'Gribin it was also agreed officers investigate what happened to the bangor blue slates which had been on the roof of the Council building recently renovated and report back to the Committee.

WASTE MANAGEMENT

RTS/79/2016: **Arc21 UPDATED STANDING ORDERS**

Read: arc21 Updated Standing Orders. *(Circulated).*

Agreed: **On the proposal of Councillor Murnin, seconded by Councillor Stokes, it was agreed to adopt the arc21 updated Standing Orders as circulated.**

FOR NOTING

RTS/80/2016: **LICENSING REPORT**

Read: Licencing report giving details of the dog kennelling contract; tender process for dog holding facility and street nameplates and the delay in supply of street nameplates. (***Circulated).***

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

RTS/81/2016: **CURRENT PLANNING APPEALS**

Read: Report giving details of current planning appeals. ***(Circulated).***

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

RTS/82/2016: **COLOUR LIGHT REQUEST FOR NEWRY CITY HALL**

Read: Request dated 03 May 2016 on behalf of the Alzheimer's Society seeking approval to light up Newry Town Hall blue for Dementia Awareness week 15-21 May 2016. ***(Circulated).***

Agreed: **It was unanimously agreed to approve the above request.**

RTS/83/2016: **NMD arc21 MEMBERSHIP PAYMENTS**

Read: Report detailing Newry, Mourne and Down District Council arc21 Membership contributions. ***(Circulated).***

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

RTS/84/2016: **LETTER FROM DARD DATED 18 APRIL 2016 – WATER AND SEWERAGE ACT (NI) 2016**

Read: Letter from DARD dated 18 April 2016 advising that the *Water and Sewerage Act (NI) 2016* has now come into operation. ***(Circulated).***

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

RTS/85/2016: **CONSULTATION ON PERMITTED DEVELOPMENT RIGHTS**

Read: Letter dated 6 May 2016 from DoE Planning Policy Division re: consultation received on Permitted Development Rights. (***Circulated)***.

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

RTS/86/2016: **MINUTES OF ANTI-LITTER MEETING HELD ON 8 APRIL 2016**

Read: Minutes of arc21 Steering Group Meeting held on Tuesday 22 March 2016. ***(Circulated).***

Agreed: **It was unanimously agreed to approve the above Minutes and recommendations.**

RTS/87/2016: **MINUTES OF arc21 STEERING GROUP MEETING – 22 MARCH 2016**

Read: Minutes of arc21 Steering Group Meeting held on Tuesday 22 March 2016. ***(Circulated).***

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

RTS/88/2016: **MESSAGE FROM CHAIRMAN:**

Noted: Councillor Andrews said he would like to take this opportunity to thank his party for nominating him as the Chairman of the R&TS Committee. He thanked Councillor Ennis for her help and support;

his fellow Committee Members and Canice O'Rourke and all the staff for their excellent help and support throughout the year.

The Members of the Committee thanked Councillor Andrews for his Chairmanship of the Committee over the past year.

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2016

Agreed: **On the proposal of Councillor Stokes, seconded by Councillor Murnin, it was agreed to exclude the public and press from the meeting during discussion on the following matters which related to exempt information under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – information relating to the financial or business affairs of any particular person (including the Council holding that information).**

RTS/89/2016: **REQUEST TO TENDER FOR FINAL CAPPING AT <u>DRUMANAKELY LANDFILL SITE</u>**

Read: Report dated 18 May 2016 from Mr J Parkes seeking approval to tender for the final capping at Drumanakelly Landfill Site. ***(Circulated).***

Agreed: **On the proposal of Councillor Stokes, seconded by Councillor Murnin, it was agreed to come out of closed session.**

Agreed: **When the Committee was out of closed session, the Chairman reported it had been agreed to grant permission to tender for the final capping at Drumanakelly Landfill Site.**

RTS/90/2016: **<u>DOG FOULING BINS AND STREET CLEANSING SCHEDULE</u>**

Agreed: **At the request of Councillor Murnin it was agreed officials investigate the provision of additional dog fouling bins at Carlisle Park/Piney Hill Ballynahinch**.

At the request of Councillor Murnin it was agreed officials investigate increasing the street cleansing at Riverside Walk Ballynahinch to a weekly cleanse, given that anti-social behaviour was taking place at this location, resulting in a lot of broken glass.

It was also agreed officials contact Clanmil Housing Association who were developing housing at this location, to make them aware of the anti-social behaviour which was occurring and to see if they would consider installing CCTV on their premises in an attempt to stop these activities.

There being no further business the meeting ended at 3.40 pm.

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

Signed: **Councillor Terry Andrews**
Chairperson of Regulatory & Technical Services Committee

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

NEWRY MOURNE AND DOWN DISTRICT COUNICL

Minutes of Special Audit Committee Meeting held on Tuesday 19 April 2016 at 1.00pm in the Training Room District Council Offices Monaghan Row Newry

Chairperson:	Mr J Campbell Independent Chairperson	
In Attendance:	**(Committee Members)** Councillor P Brown Councillor T Hearty Councillor M Murnin Councillor J Tinnelly Councillor C Enright Councillor P O Gribin	
	(Non Committee Members) Councillor G Craig	
Officials in Attendance:	Mr L Hannaway	Chief Executive
	Mr E Curtis	Director Strategic Planning & Performance
	Ms M Ward	Director Enterprise Regeneration & Tourism
	Ms D Carville	Director Corporate Services
	Mr M Lipsett	Director Active & Healthy Communities
	Ms E McParland	Democratic Services Manager
	Ms L Dillon	Democratic Services Officer

AC/23/2016:- APOLOGIES AND CHAIRMAN'S REMARKS

Mr Campbell welcomed Members and Officers to the meeting and said he would give background regarding the purpose of the meeting, after which he would ask Councillor Enright and Mr E Curtis Director of Strategic Planning & Performance to go through each of the six issues listed on the agenda.

Mr Campbell explained that at the end of February 2016 he had been approached by Councillor Enright regarding corporate governance concerns mainly relating to the former Down District Council, and outlining the implications he believed these could have for the new Newry Mourne and Down District Council.

Mr Campbell said Councillor Enright presented him with a dossier of papers regarding the items of concerns which he said he had since read in detail.

After consulting with the Chief Executive as to how the issues raised by Councillor Enright could be addressed, Mr Campbell had agreed that Officers should, in the first instance, be given an opportunity to respond to the various issues raised. It was therefore agreed that Mr E Curtis Director of Strategic Planning & Performance would co-ordinate the management responses, given the fact he had no input into five of the items raised by Councillor Enright as these related to the former Down District Council. The dossier of papers was subsequently passed to Mr Curtis who then sought management responses.

Mr Campbell said the members of the Audit Committee were now being presented with details of the issues raised by Councillor Enright and the management responses to same.

Mr Campbell indicated to the Audit Committee the importance of them focusing on the corporate governance process and the issues that may arise when considering the detail presented to them at the meeting and asked the Audit Committee to decide if they wished to note the management responses or if they wished for further action to be taken.

Mr Campbell referred to a Notice of Motion which would be tabled at the next Meeting of the Audit Committee on 28 April 2016 at which an audit report on Corporate Governance would also be presented by the Council's Internal Auditors.

Mr Campbell extended thanks to Mr Curtis who he said had carried out a lot of work in compiling the management responses and he also extended thanks to the Directors for providing their responses.

The following apologies were received:

Councillor G Sharvin
Councillor C McGrath
Councillor C Casey
Mr C O Rourke Director of Regulatory & Technical Services

AC/24/2016:- DECLARATIONS OF INTEREST

No declarations of interest were received.

AC/25/2016:- TO CONSIDER CORPORATE GOVERNANCE CONCERNS RAISED BY COUNCILLOR CADOGEN ENRIGHT

AGREED: **On the proposal of Councillor Tinnelly 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).**

Detailed discussion took place on the issues raised, during which Councillor Enright presented his concerns in relation to six corporate governance items and pointed out he wanted to look at the end to end process involved when decisions are taken and implemented and identify areas where the Council can learn to strengthen the governance processes for the new Council going forward.

AGREED: It was unanimously agreed the Committee come out of closed session.

AGREED: When the Committee came out of closed session the Chairman reported it had been agreed as follows:

(1) Provision of Renewable Energy at new Down Leisure Centre

AGREED:
On the proposal of Councillor Hearty seconded by Councillor O Gribin it was agreed Officials contact the Consultants to establish what the best options were for installing renewable energy systems at the new Down Leisure Centre, which would be within the conditions of the Planning Permission which had already been granted for this project.

It was unanimously agreed that as well as seeking an opinion from Consultants on future projects/schemes, that Council Officers ensure they also seek, and take into account, `in-house' advice from Council Officials who may have expertise on a certain area of work.

It was unanimously agreed Ms D Carville Director of Corporate Service, examine the figures compiled by Councillor Enright regarding renewable energy at the new Down Leisure Centre and compare these figures with the figures which had been presented by the Consultants engaged to work on the Down Leisure Centre project.

(2) Failure to include negative variance in former Down District Council Management Accounts

AGREED:
It was unanimously agreed Mr C O Rourke Director of Regulatory & Technical Services prepare an updated report regarding the provision of Wind Turbines and present same to the appropriate Committee Meeting in due course.

It was unanimously agreed Ms D Carville Director of Corporate Services review the format of the Council's Management Accounts.

(3) Provision of Shuttle Bus between Down Civic Campus and Downpatrick Bus Station

AGREED:
It was unanimously agreed Mr E Curtis Director of Strategic Planning & Performance arrange to table an item at the next meeting of the Downshire Estate Shared Management Group to be held on 28 April 2016 regarding the provision of a Bus Shuttle between Down Civic Campus and Downpatrick Bus

Station, and report back with an update to the Strategic Policy & Resources Committee in due course.

(4) Application for EU Bathing Water Status at several beaches in former Down District Council area

AGREED:
It was unanimously agreed to note the management response given regarding the Council's application for EU Bathing Water Status and this matter will be reported back to Council via the Enterprise Regeneration & Tourism Committee in due course.

It was agreed that when decisions were taken by Council that Council Officials ensure Members are kept informed on progress.

(5) Contravention of EU Waste Directive in former Down District Council and failure to pursue value for money

(3.10pm – Councillor P Brown left the meeting)

AGREED:
It was unanimously agreed Ms D Carville Director of Corporate Services to investigate the processes which were followed regarding tendering under the EU Waste Directive.

It was unanimously agreed Council Officials ensure all potential options for future projects are estimated to inform options to include in tender.

(6) The financial options tabled to appoint Assistant Director of Sustainability & Climate Change

AGREED:
It was noted a Report on Corporate Governance would be tabled at the Audit Committee Meeting to be held on Thursday 28 April 2016.

It was unanimously agreed a paper setting out the financial options and other relevant considerations for the appointment of an Assistant Director of Sustainability & Climate Change be brought first to a meeting of the Party Representatives Forum before tabling at the Strategic Policy & Resources Committee Meeting.

There being no further business the meeting ended at 3.50pm.

For noting at the Council Meeting to be held on Tuesday 3 May 2016.

Signed: **Mr J Campbell**
Independent Chairperson

NEWRY MOURNE AND DOWN DISTRICT COUNCIL

Minutes of Audit Committee Meeting held on Thursday 28 April 2016 at 2.25pm in the Commedagh Room, Downshire Estate, Downpatrick

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Chairperson:	Mr J Campbell, Independent Member	
In Attendance:	**(Committee Members)**	
	Councillor P Brown	
	Councillor D Hyland	
	Councillor M Murnin	
	Councillor C Enright	
	Councillor J Tinnelly	
Officials in Attendance:	Mr L Hannaway	Chief Executive
	Ms D Carville	Director Corporate Services
	Mr M Lipsett	Director Active Healthy Communities
	Mr K Montgomery	Finance Manager
	Ms E McParland	Democratic Services Manager
	Ms L Dillon	Democratic Services Officer
Also in Attendance:	Ms C Hagan	ASM (Internal Auditors)
	Ms C Kane	Northern Ireland Audit Office

AC/26/2016: - APOLOGIES AND CHAIRPERSON'S REMARKS

The following apologies were received:

Councillor C Casey
Councillor C McGrath
Councillor G Sharvin
Mr C O'Rourke, Director Technical and Leisure Services
Ms M Ward Director Enterprise Regeneration & Tourism

Mr Campbell welcomed everyone to the meeting, including Ms C Kane NIAO and Ms C Hagan ASM Limited. He also welcomed the new Director of Corporate Services, Ms D Carville to the meeting and wished her every success in her new post. He also welcomed Mr K Montgomery Finance Manager, to his first meeting of the Audit Committee.

Mr Campbell said there seemed to be a delay in issuing the papers for the Audit Committee Meeting and he asked Officers to endeavour to have the agenda papers sent out in a more timely fashion in order to give Members an opportunity to review them prior to the Meeting. He also encouraged Officers to try and have reports prepared for presentation in advance of the meeting rather than giving verbal reports at the meeting.

Mr Campbell asked the Members to consider the Audit Committee Work Plan/Timetable which would be tabled as an additional item, and which set out the type of reports that should be sent to the Audit Committee and when these reports were due for tabling. He pointed out that there may be a need to review some of the Audit Committee dates.

AC/27/2016: - <u>DECLARATIONS OF INTEREST</u>

Ms Carville Director of Corporate Services declared an interest in Agenda Item 21, which was a report from the Northern Ireland Audit Office called The Governance of Land and Property in the Northern Ireland Housing Executive, as she had been an employee of the Northern Ireland Audit Office at the time the Report was prepared but she said she had no direct involvement with writing this Report and therefore would not be withdrawing from the meeting.

AC/28/2016: - <u>ACTION SHEET – MINUTES OF AUDIT COMMITTEE MEETING THURSDAY 28 JANUARY 2016</u>

Read: Action Sheet arising out of Minutes of Audit Committee Meeting held on Thursday 28 January 2016. (Copy circulated)

AGREED: It was agreed to note the Action Sheet arising out of the Minutes of the Audit Committee Meeting held on Thursday 28 January 2016.

The following matter was raised arising out of the above Action Sheet:-

<u>(AC/07/2016) Policy on Landfill Site Closure Plans</u>

Read: Report dated 25 April 2015 from Mr J Parkes Assistant Director (Waste Management) regarding the development of a single policy for Newry Mourne & Down District Council for the decommissioning of refuse landfill sites. (Copy circulated)

During discussion reference was made to the following:

- What future plans the Council may have for Aughnagun and Drumnakelly landfill sites
- Issues concerning gas income and the completion of a wind turbine and the need for these issues to be kept under consideration from a financial management perspective.

Mr Hannaway explained the Council had no immediate future plans for Drumnakelly and Aughnagun landfill sites after completion of the closure of both sites and explained that investigation still needed to be done with regard to the landfill sites regarding gasification. Regarding a wind turbine Mr Hannaway said issues remained outstanding with regard to grid connection.

Mr Montgomery explained a refund for Landfill Tax was the subject of a claim against HMRC and was currently being progressed.

NOTED: Mr Campbell said that actions arising from the Special Audit Committee Meeting held on Tuesday 19 April 2016 would address the above issues raised and these would report back to the appropriate Committee in due course.

NORTHERN IRELAND AUDIT OFFICE

AC/29/2016: - ANNUAL AUDIT STRATEGY YEAR ENDING 31 MARCH 2016

Read: Annual Audit Strategy year ending 31 March 2016. (Copy circulated)

Ms Kane presented the content of the Annual Audit Strategy and highlighted areas of significant risk and identified risk factors. She made specific reference to the following:

4.3 Audit Certification deadline – the audit deadline for certifying local government bodies' Accounts is now 30 September 2016.

Noted: It was noted a meeting of the Audit Committee was now scheduled Thursday 22 September 2016 to take into account the audit deadline for certification of local government bodies' accounts.

4.5 Performance Improvement – The Local Government (Northern Ireland) Act 2014 has prescribed new responsibilities for the Local Government Auditor regarding audit and assessment of performance improvement arrangements in Councils.

Noted: It was hoped NIAO would be in a position to bring further information to the next meeting of the Audit Committee regarding new prescribed responsibilities for Local Government Auditor regarding audit and assessment of performance improvement arrangements in Councils.

5 Audit Timetable, staffing and fees - Ms Kane also highlighted to Members the list of Key target dates listed under 5.2 and estimated audit fees under 5.3.

AGREED: It was agreed to note the Annual Audit Strategy year ending 31 March 2016.

AC/30/2016: - LOCAL GOVERNMENT CODE OF AUDIT PRACTICE

Read: Local Government Code of Audit Practice. (Copy circulated)

Ms Kane presented the content of the Local Government Code of Audit Practice which was applicable from 1 April 2016. She said it was a principle based code which makes reference to audit performance and improvement.

AGREED: It was agreed to note the Local Government Code of Audit Practice.

INTERNAL AUDIT – ASM LIMITED

All items in this section of the meeting were deemed restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2015.

AGREED: **On the proposal of Councillor Hyland 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 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).**

AC/31/2016: - **REPORT RE: CORPORATE GOVERNANCE**

Read: Report from ASM Limited regarding Corporate Governance. (Copy circulated)

AC/32/2016: - **REPORT FROM ASM LIMITED RE: GRANTS MANAGEMENT**

Read: Report from ASM Limited regarding Grants Management. (Copy circulated)

AC/33/2016: - **ASM LIMITED: SUMMARY REPORT**

Read: Report from ASM Limited regarding Summary Report. (Copy circulated)

AC/34/2016: - **MATTERS RAISED BY COUNICLLOR C ENRIGHT**

The following items had been raised by Councillor C Enright:

(a) Concerns regarding interaction between Management and Councillors in the governance of the decision making process

(b) To request that the Audit Committee to draw up a clear end to end policy for the decision making process with a clear distinction between the roles of Councillors and of Management and the manner in which Council decisions may be influenced or overturned by Management legitimately.

AC/35/2016: - **DRAFT ANNUAL ASSURANCE REPORT**

(3.34pm – Councillor Hyland left the meeting)

Read: Draft Annual Assurance Report. (Copy circulated)

(3.50pm – Councillor Hyland re-joined the meeting)

AC/36/2016: - REVIEW – IMPLEMENTATION OF INTERNAL AUDIT RECOMMENDATIONS

Read: Report from ASM Limited regarding a review on the implementation of Internal Audit recommendations. (Copy circulated)

AC/37/2016: - INTERNAL AUDIT PLAN 2016/2017

Read: Internal Audit Plan 2016/2017. (Copy circulated)

AC/38/2016: - FOLLOW UP RE: PROGRAMME MANAGEMENT

Ms C Hagan ASM Limited gave a verbal update regarding Programme Management.

AC/39/2016: - FOLLOW UP RE: PRIOR YEAR RECOMMENDATIONS

Ms C Hagan ASM Limited gave a verbal update regarding prior year recommendations.

AGREED: On the proposal of Councillor Hyland seconded by Councillor Tinnelly it was agreed the Committee come out of closed session.

When the Committee came out of closed session the Chairman reported as follows:

Report re: Corporate Governance

AGREED: It was agreed to note the Report on Corporate Governance.

Report re: Grants Management

AGREED: It was agreed to note the Report on Grants Management.

Summary Report

AGREED: It had been agreed to note the Summary Report from ASM Limited.

Matters raised by Councillor C Enright

Noted: The Chairman pointed out the Council had held a Special Meeting of the Audit Committee on Tuesday 19 April 2016 regarding issues raised by Councillor C Enright to which Management responses had been provided and tabled at the said meeting. He said the actions arising from this meeting will be followed up in due course.

AGREED: **It was agreed Council Officials arrange to draw up a written report outlining the entire end to end process for Council decision making. This report to be submitted to a meeting of the Strategic Policy & Resources Committee for consideration.**

Draft Annual Assurance Report

The Chairperson referred to the Internal Audit overall opinion of Limited Assurance in the Annual Assurance Report. He welcomed the fact the Council have been proactive regarding the new transferred functions, ie, Planning and Car Parking, which had received Limited Assurance ratings, and he recognised it would take a period of time for these functions to bed in. He however expressed disappointment that the Council had received a Limited Assurance rating and hoped that Management would ensure next year that the annual Internal Audit assurance can be increased to Satisfactory.

AGREED: **It had been agreed to note the Draft Annual Assurance Report.**

Review of implementation of Internal Audit Recommendations

Noted: The Chairman expressed his concern at the length of time involved regarding the implementation of internal audit recommendations and he highlighted the importance that Management ensure they give their full co-operation to Internal Audit work and that recommendations to strengthen internal controls are implemented in a timely fashion.

The Chairperson requested that Management develop an Action Plan to progress the implementation of outstanding Internal Audit recommendations.

Internal Audit Plan

AGREED: **On the proposal of Councillor Murnin seconded by Councillor Tinnelly it had been agreed to approve the Internal Audit Plan for 2016/2017.**

Follow up re: Programme Management

AGREED: **It was been agreed to note the update provided by Ms C Hagan ASM Limited regarding Programme Management.**

Follow up re: Prior Year Recommendations

AGREED: **It was agreed to note the update provided by Ms C Hagan ASM Limited regarding prior year recommendations.**

CORPORATE SERVICES

AC/40/2016: - UPDATE: CORPORATE RISK REGISTER

Read: Report from Ms D Carville, Director of Corporate Services, regarding an update on the Corporate Risk Register. (Copy circulated)

Ms Carville explained the Corporate Risk Register had been produced based on the Corporate Risk Registers which existed in the both legacy Councils. She said further work was needed in order implement a full risk management framework and it was hoped to hold a workshop for Senior Management and Corporate Management Teams with the view to bringing a Corporate Risk Register to the next Meeting of the Audit Committee.

Mr Campbell extended his appreciation to Officers for the work done on risk management since the last meeting of the Audit Committee.

AGREED: **It was unanimously agreed to note the update from Ms D Carville Director of Corporate Services regarding the Corporate Risk Register.**

It was also agreed to table the Corporate Risk Register at the next meeting of the Audit Committee to be held on Monday 4 July 2016.

AC/41/2016: - UPDATE – PURCHASING

Read: Report dated 25 April 2016 from Mr K Montgomery providing an update on the time frame for the implementation of Internal Audit recommendations relating to Purchasing and Procurement. (Copy circulated)

Mr Montgomery referred to actions which had been agreed arising from the Audit Committee Meeting held in January 2016 regarding purchasing and procurement. He explained a review had been carried out in March 2016 by Officers and which was facilitated by an external group, regarding the entire purchase to payment process. Following the review a Purchase to Payment Improvement Plan has been developed and will be implemented over the next two month period which will focus on regulations, coding, authorisations, policy, procedures and processes.

Mr Montgomery also added that training on the Purchase to Payment Improvement Plan would be provided to all budget holders and requisitioners by August 2016.
The Chairperson welcomed the Purchase to Payment Improvement Plan which he said hopefully would bring improvements on processes within procurement.

ADDITIONAL ITEMS

AC/42/2016: - PERFORMANCE IMPROVEMENT PLAN

Read: Report dated 14 April 2015 from Mr J McBride, Change Manager regarding a recommended approach and timetable for the publication of a Performance Improvement Plan 2016-2017. (Copy circulated)

Ms Carville explained the Performance Improvement Plan had been tabled at the Strategic Policy and Resources Committee Meeting in April 2016. She added the Council had a duty under the Local Government Act 2015 to publish the Performance Improvement Plan.

Ms Carville said she would continue to bring reports of this nature to the Audit Committee.

AGREED: It was agreed to note the Performance Improvement Plan.

AC/43/2016: - UPDATE RE: GREEN TOURISM

Read: Report dated 28 April 2016 from Ms M Ward, Director of Enterprise, Regeneration and Tourism regarding the Green Tourism Project. (Copy circulated)

Ms Carville explained that arising from the Audit Committee Meeting in January 2016 it had been agreed that an item regarding the Green Tourism Programme remain on the agenda of the Audit Committee until such times as the Audit Committee had been advised on the response from Invest NI which the Council were currently awaiting.

Ms Carville said the Council had now received a response from Invest NI dated 29 February 2016 regarding "Findings of Article 13 Verification Visit and Invest NI Review of Project".

AGREED: It was unanimously agreed that Officers ensure appropriate measures are put in place to prevent a similar situation arising with future projects, and that matters regarding the Green Tourism Project no longer be a standing item on the Audit Committee agenda as this matter will report back to Council in due course via the appropriate Committee.

AC/44/2016: - DOE ACCOUNTS DIRECTION 2015/2016
NORTHERN IRELAND DISTRICT COUNCIL'S

Read: Letter dated 4 April 2016 from DOE Local Government Policy Division regarding Accounts Direction 2015/2016 for Northern Ireland District Council's. (Copy circulated)

Ms Carville explained certain items needed to be included in the Council's accounts, in particular a remuneration report for which DOE have provided a template report for Council to follow and that this would be included in the Council's draft set of Accounts at the next meeting of the Audit Committee in July 2016.

AGREED: A remuneration report will be included in the Council's draft set of Accounts at the next meeting of the Audit Committee in July 2016.

AC/45/2016: - NORTHERN IRELAND AUDIT OFFICE
"MANAGING FRAUD RISK IN A CHANGING ENVIRONMENT"

Read: Northern Ireland Audit Office Managing Fraud Risk in a Changing Environment – Self Assessment Checklists. (Copy circulated)

Ms Carville explained the NIAO had issued a checklist for new or merged organisations and she said this was a useful tool as the Council moves forward in its risk management process. She said the document referred to the role of the Audit Committee.

Councillor Enright pointed out there was no provision within the current Whistleblowing Policy for Councillors to blow the whistle.

AGREED: It was agreed to complete the NIAO Checklist for Managing Fraud Risk in a Changing Environment and report this checklist back to the Audit Committee for discussion in order to establish the role of the Audit Committee in the control of fraud.

AGREED: It was also agreed Management review the Council's Whistleblowing Policy in light of concerns raised by Councillor C Enright regarding no provision in the Whistleblowing Policy for Councillors to blow the whistle.

Noted: Council Officers will be examining the provision of fraud and bribery training.

AC/46/2016: - NORTHERN IRELAND AUDIT OFFICE – THE GOVERNANCE OF LAND AND PROPERTY IN NORTHERN IRELAND HOUSING EXECUTIVE

Read: Northern Ireland Audit Office The Governance of Land and Property in the Northern Ireland Housing Executive. (Copy circulated)

Ms Carville said it was good practice to bring reports such as the report produced by NIAO regarding the Governance of Land and Property in the Northern Ireland Housing Executive to the attention of the Audit Committee.

AGREED: **It was agreed to note the report produced by NIAO regarding The Governance of Land and Property in the Northern Ireland Housing Executive .**

AC/47/2016: - **AUDIT COMMITTEE TIMETABLE**

Read: Audit Committee Timetable. (Copy circulated)

Ms Carville explained the Audit Committee Timetable set out the work plan for each of the four Audit Committee meetings. She said if any meeting dates needed to be altered that this would be brought to the attention of Council for approval.

AGREED: **It was agreed to note the Audit Committee Timetable.**

There being no further business the Meeting concluded at 4.45pm.

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

Signed: **Ms D Carville**
Director of Corporate Services

Signed: **Mr J Campbell**
Independent Chairperson

Northern Ireland Office

Parliamentary Under-Secretary of State for Northern Ireland
1 Horse Guards Road
London
SW1A 2HQ

Stormont House
Belfast
BT4 3SH

T 028 9052 7889
E min.wallace@nio.gov.uk
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20 May 2016

Dear Chief Executive,

You may be aware of the concerns that have been raised recently about plans to reform how the Electoral Office for Northern Ireland delivers its services. Understandably the prospect of change causes all of us to be anxious so I thought I would write to you setting out the reasons why and how the Chief Electoral Officer is starting the process. It is important to note that the process is at a **very early** stage. Options are only being formulated at this stage and, when ready, will be consulted on widely with all stake holders.

It is essential that elections in Northern Ireland are safe, secure, and conducted independently. It is also vital that the electorate have access to convenient ways to register to vote to ensure that they can exercise their democratic rights. There will be no changes that undermine these important principles. On the contrary, this is an opportunity to strengthen Northern Ireland's electoral system. The Chief Electoral Officer is embarking on work in order to embrace the move to digital registration and the steady move to normalisation.

Reasons for considering change

I am keen that the Electoral Office - and voters in Northern Ireland - are able to capitalise on new technology, which includes the planned introduction of digital registration in Northern Ireland later in 2016. Voters will be able to apply to register from their own homes in minutes. It will be much more convenient than the current paper-based system for the majority. So as to ensure that the cost of implementing digitisation did not fall on Northern Ireland we managed to secure agreement from the Cabinet Office earlier in the year to meet these costs. This hopefully will mean that all voters in the UK will be able to register online by December 2016. For those who want it, the paper-based system will remain.

This change in approach to registration is an opportunity to consider the best way to deliver elections and electoral services in Northern Ireland. As you will know local councils already deliver some aspects of local elections and the Government sees no reason why the Chief Electoral Officer shouldn't explore working more closely with them for delivery of some functions for other elections. This will not mean handing over complete responsibility for elections to local councils but there may be some areas where working together might have benefits. I do not want to predict what the outcome might be but it is right that we pursue these discussions.

Future process

I am expecting the Chief Electoral Officer and Northern Ireland Office to publish proposals in the autumn and to carry out a full consultation on them. No other decisions on the future of Area Electoral Offices will be taken until towards the end of the year when the CEO has been able to consider the responses.

The provision of appropriate local services, including for candidates' nominations, paper registration and electoral ID cards will continue. There is absolutely no question, as some media reports have suggested, of electoral services only being available in Belfast.

I hope you and others will engage actively with the public consultation process which the Northern Ireland Office and Chief Electoral Officer expect to launch in the autumn.

Potential industrial action

I was disappointed by NIPSA's recent decision to ballot Area Electoral Office staff on industrial action linked to possible future changes. Such action is premature. Proposals for changes are still being developed and the impact on each of the offices is far from certain. NIPSA and other interested parties will have the opportunity to provide their views throughout the process.

This potential action could threaten the ability of voters in Northern Ireland to have their voices heard in the EU Referendum. I want to reassure you the Chief Electoral Officer will have support to ensure the Referendum proceeds smoothly whatever the circumstances, but it would be a great shame if this potential action makes this more difficult. It would also, unnecessarily, tarnish the good reputation of the Electoral Office of Northern Ireland that has delivered fair and safe elections over many years.

I hope this is helpful. Both the Secretary of State and I would of course be happy to answer any further questions you might have pending the public consultation process later this year.

Ben Wallace

Ben Wallace MP
Parliamentary Under Secretary of State

WW1
CENTENARY
Northern Ireland

Dear Sir or Madam,

16th April 2016

The Northern Ireland First World War Centenary Committee and the Dean and Chapter of Saint Anne's Cathedral are honoured to invite you to join them at a Service to Commemorate the Centenary of the Battle of the Somme at Saint Anne's Cathedral, Belfast on 3rd July 2016.

This is the key event in a weekend of activities across Northern Ireland marking the centenary of the Battle of the Somme. It is an important opportunity to reflect in particular on the service and sacrifice of the 36th (Ulster) Division as well as the 16th (Irish) Division and all others who took part in the battle.

The Cathedral service will last from 3.30pm – 5pm and will be led by Dean John Mann. Up to 1000 people will attend the service from across the community, faith groups, political representatives from the United Kingdom, Ireland and Northern Ireland, as well as members of the Armed Forces and veterans groups and organisations representing young people.

Your personal invitation, along with further information concerning the day itself, will follow shortly. In the meantime, we would be grateful if you could please complete the attached proforma and return by one of the methods by Monday 27th June 2106 at the latest.

Yours sincerely

Rt Hon Jeffrey Donaldson MP
Chairman
Northern Ireland First World War Centenary Committee

WW1 CENTENARY Northern Ireland

BELFAST CATHEDRAL

The Northern Ireland First World War Centenary Committee

and

The Dean and Chapter of Saint Anne's Cathedral

invite you to

A Commemorative Service marking the Centenary of the Battle of the Somme

on **Sunday 3rd July**, 2016 at **3.30 pm**

in The Cathedral Church of St. Anne, Belfast

RSVP: **rsvp@ww1centenaryni.com** by Monday 27th June 2016

Belfast Health and Social Care Trust
caring supporting improving together

Dr Michael McBride
Chief Executive

Peter McNaney CBE
Chairman

5th May 2016

Dear Consultee,

A Consultation and Equality Impact Assessment on the development of Ophthalmic Clinical Centres in Northern, Southern and South Eastern Local Commissioning Group/Trust areas

Belfast Health and Social Care Trust is sharing this consultation and equality impact assessment document on the development of Ophthalmic Clinical Centres in Northern, Southern and South Eastern Local Commissioning Group/Trust areas.

The consultation document describes the way these services are currently provided and describes our preferred proposal of how this could be done in the future.

We are keen to hear your views on this proposal and we are committed to taking the feedback we receive on board. The Trust recognises the wealth of experience and insight that service users, families, carers and representative organisations can offer about the delivery of responsive services. We also realise that we can only deliver change as we work in partnership with others.

To access the documents please click on the link below:
http://www.belfasttrust.hscni.net/about/Consultations.htm

Alternative formats are available on request. If you are not able to access the documents electronically and wish for a hard copy, please contact Lesley Jamieson, Health & Social Inequalities on (028) 950 48734. We will also be pleased to facilitate meetings with interested individuals or groups about our proposals.

Our formal consultation begins on 5th May 2016 and will close on 5th August 2016. The consultation document has a proforma included within the overall document – you can write to us or email us.

Responses **in writing** should be sent to:
Chief Executive
Belfast Health and Social Care Trust
C/o Corporate Communications
Nore Villa
Knockbracken Healthcare Park
Saintfield Road
Belfast, BT8 8BH **or**
Email your response to: Stakeholdercomms@belfasttrust.hscni.net

We look forward to hearing from you.

Yours sincerely

Dr Michael McBride
Chief Executive

Department for
Communities
www.communities-ni.gov.uk

Mr. Brian Doherty
Director of Working Age Services
5th Floor – Lighthouse Building
1 Cromac Place – Gas works
Belfast
BT7 2JB
Phone: (028) 90 829 050
brian.doherty@communities-ni.gov.uk

13 May 2016

Dear Sir/Madam

Welfare Reform: Independent Advice Funding

I recently wrote to you about the additional funding for independent advice services on Welfare Reform changes that has been made available by the Executive. Following this I was pleased to attend the Council Liaison Group meeting on the 14th March 2016 and engage with representatives from councils to discuss this additional funding. I would like to thank you and your team for your input into our discussions. This useful exchange of ideas ultimately helped shape how to take forward delivery of advice services on welfare reform.

In the intervening period engagement has also taken place with a number of organisations/stakeholders and with the chair of the Welfare Reform Mitigations Working Group, Professor Eileen Evason, on the best way forward for the additional funding. Whilst recognising that Councils were able to deliver this service, it has been determined, based on the wider discussions,

[redacted]

Department for
Communities
www.communities-ni.gov.uk

that this service will be delivered through an alternative approach; this has been agreed with Professor Evason.

I would also like to make you aware that there are a number of upcoming engagement events planned for councillors and Chief Executives to provide information on the changes to the welfare system. We will continue to keep you informed on the model for independent advice on Welfare Reform once this is developed.

Yours sincerely

Brian Doherty

Brian Doherty

INVESTORS
IN PEOPLE

[redacted]

raries ni

Chief Executive
Irene M. Knox BA, MBA, Dip Lib

Mr Liam Hannaway
Newry, Mourne and Down District Council
O'Hagan House
Monaghan Row
Newry
BT35 8DJ

25 May 2016

Dear Liam

CONSULTATION ABOUT REDUCTION IN OPENING HOURS IN NEWRY CITY LIBRARY

I am writing to make you aware that Libraries NI, a statutory community planning partner, is undertaking a consultation process about Newry City Library.

In order to live within budget Libraries NI intends to reduce the opening hours of Newry City Library from 50 hours to 45 hours per week. Similar reductions are planned for each of our 14 busiest libraries.

We obviously want to continue to provide the best service possible within these constraints and we are, therefore, consulting customers and local communities on their views and their preferred patterns of opening. A questionnaire, together with some background information, is available on the Libraries NI website at www.librariesni.org.uk. Hard copy questionnaires for adults and children are available in Newry City Library. This consultation will end on 17 July 2016 and the new hours will be implemented in November 2016.

I should be very happy to provide further information about this process or to discuss it with you if that would be helpful.

Yours sincerely

Irene M Knox

Irene M Knox
Chief Executive

nilga northern ireland local government association

the voice of local government

Comhairle Ceantair an Iúir Mhúrn agus an Dúin
Newry, Mourne and Down District Council
Date 12 MAY 2016
Chief Executive
Liam Hannaway

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

11th May 2016

DIARY DATE:

LOCAL GOVERNMENT ANNUAL CONFERENCE & EXHIBITION 5/ 6 OCTOBER 2016

Dear Liam

The 2016 NILGA Annual Conference and Exhibition will be held on Thursday 6th October 2016 in the Hastings Everglades Hotel, Derry / Londonderry.

In the first few months of a New Executive, Councils must be a material part of the Programme for Government, and Conference covers this and other critical learning for local government in a new era.

"Growing Enterprise, Strengthening Communities" - Local Councils delivering in the Digital Age will affirm the vital role of our new councils as they develop and support communities and the Northern Ireland economy.

With Northern Ireland achieving the European Entrepreneurial Region Award, NILGA members feel that 'Conference 2016' is significant in the context of regional enterprise and new models of investing by Councils.

We very much welcome the attendance of councillors and officers from your council. To support this we are offering **two free places** at conference for your First Citizen and a senior council representative (the two free places are allocated on your council booking form).

Additionally, on the evening of the 5th October, the Association will be hosting a modest networking reception in the Guildhall, Derry / Londonderry, sponsored by Derry City & Strabane District Council in partnership with Visit Derry. The event will be testimony to the Year of Food & Drink 2016 and celebrate the superb local produce of the North West.

Each council will also be allocated two guest places at this evening celebration event. As places are limited, unfortunately we are not in a position to offer additional tickets for sale. Further details in relation to the reception will follow in due course.

Should you have any queries please do not hesitate to contact Mark Maher, Communication and Engagement Officer at the NILGA office. We are looking forward to a great event!

Yours sincerely,

Derek McCallan, CEO, NILGA

Enc. NILGA Conference Booking Form & Outline draft conference agenda

CX - In diary. Thanks Can we talk at Cean?

Northern Ireland Local Government Association
Bradford Court, Upper Galwally, Castlereagh, BT8 6RB
tel: 028 9079 8972 **email:** office@nilga.org **web:** www.nilga.org **twitter:** @NI_LGA

nilga

eel

"Growing Enterprise, Strengthening Communities"
- Local Councils Delivering in the Digital Age
Everglades Hotel, Derry / Londonderry, 6th October 2016

SESSION ONE **NEW COUNCILS, NEW EXECUTIVE, NEW THINKING – ENTERPRISE & AMBITION in GOVERNMENT**	
8.30 – 9.30	Registration
9.30 - 9.35	Welcome to Derry – Londonderry, Mayor of Derry City and Strabane District Council
9.35 – 9.45	"What We are About To Receive" Welcome by Media Compeer
9.45 - 9.50	Conference Opening Address *NILGA President*
9.50 – 10.00	Principal Sponsors Address - Entrepreneurs and Councils building a New Northern Ireland
10.00 - 10.40	Keynote Address – Minister(s) (OFMDFM) & NILGA Response New Programme for Government / Programme for Local Government *Partnership, Investment in Skills, Infrastructure & Economic Development.* ***Resolution: Integrating and making government at all levels more entrepreneurial.***
10.40 – 11.10	**Refreshment Break / Networking / Engagement with sponsors / exhibitors**
SESSION TWO **BEAUTIFUL, PROFITABLE FOOD! - Driving the food & hospitality industry forward in Year of Food 2016.**	
11.10 - 11.30	Keynote Address – New Minister – Year of Food & Drink 2016
11.30 - 11.40	Food NI Chair – John Best (TBC)
11.40 - 11.50	Hospitality Ulster - Colin Neill – Providing choice, building a stronger hospitality industry
11.50 - 12.00	NIIRTA - Glyn Roberts – High streets, the hub of our communities
12.00 – 12.30	Panel debate – Championing what's local. Artisan Food NI / Tourism/ Hospitality / Retail Panel to include Session and Conference Sponsors
12.30 – 14.00	**Lunch / Networking / Engagement with sponsors / exhibitors**
SESSION THREE **The Digital Age & Skills Development – led by Key Partner / SOLACE**	
14.00 – 15.00	- Social media / Open Data Services - Citizen Engagement Using Technology - Digitalising Member Development – Charter / Charter Plus - *What Can we learn from digitalisation?* - *Response / Comment by SOLACE Chair*
15.00 - 15.30	**Refreshment Break / Networking / Engagement with sponsors / exhibitors**
SESSION FOUR **Circular Economy, towards Zero Waste**	
15.30 – 16.30	- Waste as a Raw Material & Commodity - The Circular Economy: Waste and Economic Development - Where there's muck there's brass - Communicating Ideological Change
16.30 – 16.50	Key note – motivational speaker
16.50 – 17.00	Closing Address – Key Ministerial Message
	Conference Close

Ministerial attendance subject to confirmation, following establishment of new government Departments.