

December 3rd, 2024

Notice Of Meeting

You are requested to attend the Economy, Regeneration & Tourism Committee meeting to be held on Monday, 9th December 2024 at 6:00 pm in Council Chamber, O' Hagan House, Monaghan Row, Newry.

Committee Membership 2024-2025

Councillor A Lewis **Chairperson**

Councillor W Clarke **Deputy Chairperson**

Councillor T Andrews

Councillor K Feehan

Councillor C Galbraith

Councillor M Gibbons

Councillor G Hanna

Councillor O Hanlon

Councillor V Harte

Councillor G Kearns

Councillor D Lee-Surginor

Councillor S Murphy

Councillor A Quinn

Councillor M Ruane

Councillor J Truesdale

Agenda

1.0 Apologies and Chairperson's Remarks

2.0 Declarations of Interest

3.0 Action Sheet of the Economy, Regeneration and Tourism Committee Meeting held on 11 November 2024

📎 *ERT Historic Tracker & Nov 2024 Action Sheet.pdf*

Page 1

For Consideration and/or Decision

4.0 Financial Assistance Call 1 - 2025 - 2026

For Decision

📎 *ERT Report - Financial Assistance Call 1 2025-2026.pdf*

Page 9

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

5.0 Service Level Agreements

For Decision

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

5.1 Accessible Beaches Service Level Agreement

For Decision

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

📎 *ERT Report - Accessible Beaches SLA.pdf*

Not included

5.2 Lecale Way Service Level Agreement


For Decision

This item is deemed to be restricted by virtue of Paragraphs 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - Information relating to the financial or business affairs of

any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

 **ERT Report - Lecale Way SLA.pdf**

Not included

 **Appx. Lecale Way - Summary of Works.pdf**

Not included

5.3 St Patrick's Day 2025 Service Level Agreement

For Decision

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

 **ERT Report - St Patricks Day SLAs.pdf**

Not included

6.0 PEACEPLUS Theme 1.1

For Decision

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

 **ERT Report - PEACEPLUS Theme 1.1.pdf**

Not included

 **Appx 1. Peace Plus Minutes 19 Sept 2024.pdf**

Not included

 **Appx 2. Peace Plus Minutes 24 Oct 2024 (draft).pdf**

Not included

7.0 Procurement for Tourism & Culture Events

For Decision

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

 **ERT Report - Procurements for Tourism Culture and Events Restricted Item.pdf**

Not included

 a) <i>Business Case - Sand on Warrenpoint beach.pdf</i>	<i>Not included</i>
 b) <i>Business Case - Visitor Experience Activation Program.pdf</i>	<i>Not included</i>
 c) <i>Business Case - Videography and photography for tourism.pdf</i>	<i>Not included</i>
 d) <i>Business Case - Traffic Management for Tourism Events.pdf</i>	<i>Not included</i>

8.0 Slieve Gullion Upland Path Erosion Control

For Decision



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

 <i>ERT Report - Slieve Gullion Upland Path Erosion Control.pdf</i>	<i>Not included</i>
 <i>Appx. Slieve Gullion Upland Path Erosion Control Business Case.pdf</i>	<i>Not included</i>

For Noting

9.0 Data Sharing Agreement Between NMDDC and LPS

For Information

 <i>ERT Report - Data Sharing Agreement NMDDC & LPS.pdf</i>	<i>Page 12</i>
 <i>Appx. Draft Data Sharing Agreement - NMDDC & LPS.pdf</i>	<i>Page 16</i>

10.0 Document Storage and Retrieval Services - Planning Department

For Information

 <i>ERT Report - Document Storage & Retrieval Service - Planning.pdf</i>	<i>Page 28</i>
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11.0 NIESS Go Succeed Update

For Information

 <i>ERT Report - NIESS Go Succeed NI.pdf</i>	<i>Page 31</i>
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12.0 Rural Business Development Grant Scheme

For Information

 <i>ERT Report - Rural Business Development Grant Scheme.pdf</i>	<i>Page 35</i>
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13.0 Taste of Tourism

For Information

 *ERT Report - Taste of Tourism Summit 2025.pdf*

Page 38

Invitees

Cllr Terry Andrews

Cllr Callum Bowsie

Ms Michelle Boyle

Fionnuala Branagh

Cllr Jim Brennan

Ms Sonya Burns

Cllr Pete Byrne

Mr Gerard Byrne

Cllr Philip Campbell

Cllr William Clarke

Cllr Laura Devlin

Ms Louise Dillon

Cllr Cadogan Enright

Cllr Killian Feehan

Cllr Doire Finn

Cllr Aoife Finnegan

Ms Joanne Fleming

Cllr Conor Galbraith

Cllr Mark Gibbons

Cllr Oonagh Hanlon

Cllr Glyn Hanna

Cllr Valerie Harte

Cllr Roisin Howell

Cllr Tierna Howie

Ms Catherine Hughes

Cllr Jonathan Jackson

Cllr Geraldine Kearns

Miss Veronica Keegan

Mrs Josephine Kelly

Mrs Sheila Kieran

Cllr Cathal King

Cllr Mickey Larkin

Cllr David Lee-Surginor

Cllr Alan Lewis

Cllr Oonagh Magennis

Mr Conor Mallon

Cllr Aidan Mathers

Cllr Declan McAteer

Cllr Leeanne McEvoy

Jonathan McGilly

Cllr Andrew McMurray

Ms Aveen McVeigh

Maureen/Joanne Morgan/Johnston
.....
Cllr Declan Murphy
.....
Sinead Murphy
.....
Cllr Kate Murphy
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Cllr Selina Murphy
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Cllr Siobhan O'Hare
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Mr Andy Patterson
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Cllr Áine Quinn
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Cllr Henry Reilly
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Cllr Michael Rice
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Cllr Michael Ruane
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Cllr Gareth Sharvin
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Donna Starkey
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Nicola Stranney
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Sarah Taggart
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Cllr David Taylor
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Cllr Jarlath Tinnelly
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Cllr Jill Truesdale
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Mrs Marie Ward
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Cllr Helena Young
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ACTION SHEET

ECONOMY, REGENERATION & TOURISM COMMITTEE MEETING

MONDAY 11 MARCH 2024

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/032/2024	Down GAA Support for Peace Plus Application	<p>The following was agreed:</p> <ul style="list-style-type: none">- Officers continue to consider options for the future of the hut structure in advance of March 2025 and report back to Members.- That the contents of the Ballykinlar hut will be retained by the Council for use in future exhibitions at suitable locations.- Council notes the application for the Down County Board Multi-Sports Hub at the Ballykinlar site through Financial Assistance.- Unfortunately, Council are not in a position to support Down County Board's Centre of Participation, Wellbeing and Shared Learning Hub as their application to Peace Plus is in direct competition with Council's Wellbeing Hub in Warrenpoint.	C Mallon	Complete	Y
END					

ACTION SHEETECONOMY, REGENERATION & TOURISM COMMITTEE MEETINGMONDAY 15 APRIL 2024

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/038/2024	Tourism Accommodation Grant Fund	it was agreed to proceed with the Financial Assistance capital grant programme as outlined in section 2.1.	A Smyth	Work in progress	N
END					

ACTION SHEETECONOMY, REGENERATION & TOURISM COMMITTEE MEETINGMONDAY 10 JUNE 2024

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/060/2024	Church Street and DeCourcy Place Public Realm	The following was agreed <ul style="list-style-type: none"> • Council to progress the scheme and submit a planning application. • Council Officers progress a Business Case (internal) and 	A Smyth	Ongoing – planning application submitted Business Case - underway	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		(external) to Department for Communities for funding. <ul style="list-style-type: none"> Council engage County Down Rural Community Network to assist with a public perception survey for Church Street and DeCourcy Place through the existing Service Level Agreement (SLA). 			
END					

ACTION SHEETECONOMY, REGENERATION & TOURISM COMMITTEE MEETINGMONDAY 12 AUGUST 2024

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/069/2024	Castlewellan Forest Park – Café and mobile vendor provision	it was agreed that the Council undertake a tender process to appoint a suitably experienced operator to deliver catering services at Castlewellan Forest Park as set out in section 2.1 of the officer's report.	A Smyth	In progress – valuation being sought, tender being issued	N
END					

ACTION SHEETECONOMY, REGENERATION & TOURISM COMMITTEE MEETINGMONDAY 9 SEPTEMBER 2024

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/080/2024	Down County Museum Café	it was agreed that Council undertake a tender process to appoint a suitably experienced operator to deliver catering services at Down County Museum.	A Smyth	In progress	N
ERT/084/2024	Sub Regional Economic Plans	it was agreed that the Council engage Newry and Mourne Enterprise Agency and Down Business Centre through a Service Level Agreement to scope and shape a concept paper and proposals on relevant investment areas aligned to a sub-regional economic action plan.	A Smyth	In progress	N
ERT/087/2024	Small Settlement Schemes	the following was agreed: <ul style="list-style-type: none"> • Council Officials engage with the Scheme Funding Departments to identify options to utilise the unallocated budget within scheme eligibility criteria. • To agree utilisation of unallocated budget reported back to Economy Regeneration and Tourism Committee. 	A Smyth	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/089/2024	Cross Border Teaching Registration	it was agreed for the Council to await the findings from the All-Island Labour Market Mobility and engage with cross border stakeholders to support the progression of recommended actions to harmonise the registration process for teachers.	A Smyth	In progress	N
END					

ACTION SHEET

ECONOMY, REGENERATION & TOURISM COMMITTEE MEETING

MONDAY 14 OCTOBER 2024

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/093/2024	Local Economic Partnerships / Town and City Centre Taskforce	It was agreed that the Council agree the membership and progress the establishment of the Taskforce as set out in the report.	A Smyth	ToR drafted, to be agreed with DFE. First meeting of LEP Jan 2025	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/094/2024	Newry Canoe Trail – IWA	It was agreed that Council provides agreement for IWA to undertake the planning and phased development of a canoe trail including canoe steps along the Newry Canal owned by NMDDC subject to conditions outlined in section 2.1 of the report.	A Smyth	In Progress	N
ERT/098/2024	Tree Tops Walk proposal	<p>The following was recommended:</p> <ul style="list-style-type: none"> • To agree the Letter of Intent at Appendix 1. • To arrange a familiarisation visit with key stakeholder to the Treetop Walks experience at Avondale, Co Wicklow. 	A Smyth	In Progress: Letter of intent signed. Fam Trip – Nov 2024.	N
ERT/102/2024	Licensing 6 x monthly report	<p>It was agreed to note the content of the report.</p> <p>It was agreed that an update report regarding street signs be tabled at a future committee meeting.</p>	J McGilly	Completed	y
END					

ACTION SHEETECONOMY, REGENERATION & TOURISM COMMITTEE MEETINGMONDAY 11 NOVEMBER 2024

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/107/2024	Mid year review of ERT Business Plans 2024-25	it was agreed that Council agree the Mid-year Assessment of the ERT Directorate Business Plan 2024-25.	C Mallon	completed	Y
ERT/108/2024	Development Naming, Postal Numbering & Erection of Nameplates Policy	it was agreed to approve the Development Naming, Postal Numbering and Erection of Nameplates Policy.	J McGilly	completed	y
ERT/109/2024	Belfast City and Regional Place Partnership	it was agreed to approve Membership with Belfast City and Regional Place Partnership for 2025/26 period at the cost outlined in section 4 of the officer's report.	A Smyth	completed	Y
ERT/110/2024	Economics Development Strategy	it was agreed to approve the recommendations as set out within the officer's report.	A Smyth	In Progress	N
ERT/111/2024	Go Succeed Programme	it was agreed to approve the recommendations as contained within the officer's report.	A Smyth	completed	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/112/2024	Make It Local Campaign	it was agreed to approve the business case attached to the officer's report for the delivery of a Make it Local campaign in Spring of 2025.	A Smyth	In Progress	N
ERT/113/2024	St Patricks Avenue	it was agreed to approve the recommendations contained within the officer's report.	A Smyth	In Progress	N
ERT/114/2024	Review Of Financial Assistance	it was agreed to note the Financial Assistance review findings and agree the recommendations in section 2.2 of the officer's report.	A Smyth	completed	Y
ERT/115/2024	Digital Transformation Flexible Fund	it was agreed to note the contents of the report providing an update on delivery of the Digital Transformation Fund and to note that Call 4 of the DTFF issue to launch in March 2025 and expressions of interest are currently open.	A Smyth	completed	Y
ERT/116/2024	Removal of Ballykinlar Hut	it was agreed to note the Expression of Interest process for the removal of Ballykinlar Hut.	A Smyth	In Progress	N
END					

Report to:		Economy, Regeneration and Tourism Committee	
Date of Meeting:		Monday 9 th December 2024	
Subject:		Financial Assistance Call 1 2025-2026	
Reporting Officer (Including Job Title):		Amanda Smyth – Assistant Director Economy, Growth & Tourism	
Contact Officer (Including Job Title):		Sonya Stephenson – Head of Programmes Ciara Burns – Project Coordinator	
For decision	X	For noting only	
1.0 Purpose and Background			
1.1	<p><u>Purpose</u> To approve the opening the first call for Financial Assistance for the period 2025-2026, commencing with the revenue themes, opening in January 2025, as detailed in section 2.1 of the report</p> <p><u>Background</u> Following the recent review on financial assistance, it is proposed the first call for Financial Assistance for the period 2025-2026 will commence for revenue themes in January 2025, prioritising those themes which will be deliverable in Spring/Summer 2025. Application closure will be February 2025 with a target of Letters of offer issued in May 2025</p>		
2.0 Key issues			
2.1	<p>It is proposed that Call 1 will include the following themes (subject to budget approval through the rates process and/or external funding letters of offer):</p> <p><u>Revenue:</u></p> <ul style="list-style-type: none"> • Local Biodiversity Enhancement • Community Grow Programme • Community Summer Schemes • Community Engagement • Good Relations • Arts & Culture • Tourism Events • Irish Language • Minority Communities • Community Festivals (Halloween and Christmas) • Policing, Community Safety Partnership • Sports Programmes • Violence Against Woman and Girls • Defibrillators for sports clubs • Suicide Prevention and Emotional Wellbeing 		

	<p>Grants will be accessed through the new online system as per policy.</p> <p>*Given the volume of scored and ranked verses budget availability by lowering the upper threshold we will be able to provide more successful applicants with letters of offer.</p>
3.0	Recommendations
3.1	<ul style="list-style-type: none"> Approval to proceed with opening the first call for Financial Assistance for the period 2025-2026, commencing with the revenue themes, opening in January 2025, as detailed in section 2.1 of the report
4.0	Resource implications
4.1	Budgets subject to Council agreement via the rates process for 2025/26FY.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation – N/a</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)

6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please complete the following: Rural Needs Impact Assessment completed <input type="checkbox"/>
7.0	Appendices
	N/a
8.0	Background Documents
	N/a

Report to:	Economy, Regeneration and Tourism Committee
Date of Meeting:	Monday 9 th December 2024
Subject:	Data Sharing Agreement Between LPS and NMDDC
Reporting Officer (Including Job Title):	Jonathan McGilly Assistant Director of Regeneration
Contact Officer (Including Job Title):	Eddie Newell Head of Building Control and Licensing

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

For decision	For noting only	X
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1.0	Purpose and Background
1.1	<p><u>Purpose</u> Committee to note the content of the Data Sharing Agreement between Land & Property Services (DoF) and NMDDC.</p> <p><u>Background</u> The Data Sharing Agreement describes the protocol to be used when sharing information between Department of Finance (DoF), LPS and NMDDC in order to facilitate maximisation of revenue collection.</p> <p>Department of Finance (DoF), Land and Property Services (LPS), has a statutory duty to levy and collect rates under Article 9(4) of the 1977 Order. Rates comprise the “regional rate” which is made by the Northern Ireland Executive and the “district rate” struck by individual district councils.</p> <p>Under Article 26 of the 1977 Order LPS has a power to require rating information from occupiers, owners and agents acting on behalf of the owners.</p> <p>Rating information is required by district councils to ensure the effective and efficient collection of the district rate by LPS and to assist in the conduct of legal proceedings. The provision of accurate occupation information is essential to permit the effective, timely and efficient collection of rates in Northern Ireland.</p> <p>District councils are empowered under section 104 of the Local Government Act (Northern Ireland) 1972 to make arrangements with government departments for the exercise of functions by a district council on behalf of a department.</p> <p>It is agreed that NMDDC will carry out inspections of properties for LPS and provide to LPS the information set out in Section 6 of this data sharing agreement.</p>

	<p>NMDDC, acting as an agent for LPS, will endeavour to inspect properties on a list provided from the LPS database, record the occupancy status of the property, obtain information from the occupant or owner to enable updating of the rates IT system to ensure accurate billing and to maximise collection of rates revenue due to the Council.</p> <p>The information provided from LPS to the Council is also for the purpose of enabling timely and accurate revaluations and maintenance of the valuation list, plus compilation of related administrative reporting and datasets. This in turn facilitates accurate, effective and efficient collection of rates.</p> <p>LPS and NMDDC in sharing information on commercial properties and non-domestic customers can assist each other in fulfilling their respective statutory duties in relation to preventing fraud, detecting crime and assessing, collecting and imposing rates under Schedule 2 Part 1 Paragraph 2 of the Data Protection Act 2018 (DPA 2018). NMDDC also assists LPS in the conduct of its legal proceedings under Schedule 2 Part 1 Paragraph 2 of the DPA 2018.</p>
1.2	<p>Disclosure of property details to NMDDC is necessary to facilitate property inspections and in doing so NMDDC confirms to LPS the rateable condition of the property. This will ensure that the rate revenue for the Council and the NI Assembly is accurate and up to date and that ratepayers will receive current and accurate rate demands. LPS will match this data with that which it already holds in order to calculate penny product and assess commercial rates liabilities. There are no known unintended consequences.</p> <p>Sharing this information will –</p> <ul style="list-style-type: none"> a) Enable statutory powers to work collaboratively and effectively with a view to securing proper payment of rates by property owners; b) Enable LPS to maintain an accurate non-domestic property stock schedule; and c) Enable better financial planning, so the NMDDC under Article 8(4) of the 1977 Order may strike a more equitable rate and promote economic wellbeing throughout the district.
2.0	Key issues
2.1	N/A
3.0	Recommendations
3.1	For the Committee to note the content of the Data Sharing Agreement between Land & Property Services (DoF) and NMDDC.
4.0	Resource implications
4.1	Building Control technical staff to administer and manage the process.

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

7.0	Appendices
	Draft Data Sharing Agreement.
8.0	Background documents
	N/A



Reference Number: XX/2024

DATA SHARING AGREEMENT BETWEEN **LAND AND PROPERTY SERVICES** **(Department of Finance)**

And

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

The Data Sharing Agreement protocols between Department of Finance (DoF) Land & Property Services (LPS) and Newry, Mourne & Down District Council (NMDDC) in order to facilitate maximisation of non-domestic revenue collection.

1.	<p>Parties to the agreement</p> <table border="1"> <tr> <td data-bbox="309 327 831 696"> <p>Department of Finance Land and Property Services 7 Lanyon Place Belfast BT1 3LP Hereinafter referred to as LPS</p> </td><td data-bbox="831 327 1398 696"> <p>Newry, Mourne & Down District Council Newry Office O'Hagan House Monaghan Row Newry BT35 8DJ Hereinafter referred to as NMDDC</p> </td></tr> </table>	<p>Department of Finance Land and Property Services 7 Lanyon Place Belfast BT1 3LP Hereinafter referred to as LPS</p>	<p>Newry, Mourne & Down District Council Newry Office O'Hagan House Monaghan Row Newry BT35 8DJ Hereinafter referred to as NMDDC</p>
<p>Department of Finance Land and Property Services 7 Lanyon Place Belfast BT1 3LP Hereinafter referred to as LPS</p>	<p>Newry, Mourne & Down District Council Newry Office O'Hagan House Monaghan Row Newry BT35 8DJ Hereinafter referred to as NMDDC</p>		
2.	<p>Introduction</p> <p>The Data Sharing Agreement describes the protocol to be used when sharing information between Department of Finance (DoF), LPS and NMDDC in order to facilitate maximisation of revenue collection.</p> <p>Department of Finance (DoF), Land and Property Services (LPS), has a statutory duty to levy and collect rates under Article 9(4) of the 1977 Order. Rates comprise the "regional rate" which is made by the Northern Ireland Executive and the "district rate" struck by individual district councils.</p> <p>Under Article 26 of the 1977 Order LPS has a power to require rating information from occupiers, owners and agents acting on behalf of the owners.</p> <p>Rating information is required by district councils to ensure the effective and efficient collection of the district rate by LPS and to assist in the conduct of legal proceedings. The provision of accurate occupation information is essential to permit the effective, timely and efficient collection of rates in Northern Ireland.</p> <p>District councils are empowered under section 104 of the Local Government Act (Northern Ireland) 1972 to make arrangements with government departments for the exercise of functions by a district council on behalf of a department.</p> <p>It is agreed that NMDDC will carry out inspections of properties for LPS and provide to LPS the information set out in Section 6 of this data sharing agreement.</p> <p>NMDDC, acting as an agent for LPS, will endeavour to inspect properties on a list provided from the LPS database, record the occupancy status of the property, obtain information from the occupant or owner to enable updating of the rates IT system to ensure accurate billing and to maximise collection of rates revenue due to the Council.</p>		

	<p>The information provided from LPS to the Council is also for the purpose of enabling timely and accurate revaluations and maintenance of the valuation list, plus compilation of related administrative reporting and datasets. This in turn facilitates accurate, effective and efficient collection of rates.</p> <p>LPS and NMDDC in sharing information on commercial properties and non-domestic customers can assist each other in fulfilling their respective statutory duties in relation to preventing fraud, detecting crime and assessing, collecting and imposing rates under Schedule 2 Part 1 Paragraph 2 of the Data Protection Act 2018 (DPA 2018). NMDDC also assists LPS in the conduct of its legal proceedings under Schedule 2 Part 1 Paragraph 2 of the DPA 2018.</p>
3.	<p>Purpose</p> <p>Disclosure of property details to NMDDC is necessary to facilitate property inspections and in doing so the NMDDC confirms to LPS the rateable condition of a property. This will ensure that the rate revenue for the Council and the NI Assembly is accurate and up to date and that ratepayers will receive current and accurate rate demands. LPS will match this data with that which it already holds in order to calculate penny product and assess commercial rates liabilities. There are no known unintended consequences.</p> <p>Sharing this information will –</p> <ul style="list-style-type: none"> a) Enable statutory powers to work collaboratively and effectively with a view to securing proper payment of rates by property owners; b) Enable LPS to maintain an accurate non-domestic property stock schedule; and c) Enable better financial planning, so the NMDDC under Article 8(4) of the 1977 Order may strike a more equitable rate and promote economic wellbeing throughout the district. <p>The parties agree that the relevant information shall not be used for any purpose other than that specified above.</p>
4.	<p>Legal Basis for Data Sharing</p> <ul style="list-style-type: none"> 1. LPS has a statutory duty under Article 9(4) of the 1977 Order to collect rates. This requirement permits, under Article 26, the gathering of information on those who should be levied and, where necessary, to pursue fraud, non-payment or evasion of taxation and rates. Under Art 6 (1) of the UKGDPR, LPS collects and processes the personal information under its public task, the collection and administration of rates.

	<p>2. In disclosing the relevant information, district councils have statutory duties under the 1977 Order, Articles 26 and 57(1) to:</p> <p>(a) Article. 26 – Power of DoF to require information as to occupation /ownership;</p> <p>(b) Article. 57 – Duties of public bodies, including district councils, to assist with respect to alterations in the valuation list.</p> <p>3. Under the 1977 Order, LPS provides to NMDDC the information set out in Section 8 to this data sharing agreement, so that NMDDC may inspect non-domestic properties on behalf of LPS in order to check whether or not they are vacant. NMDDC act as LPS's agents with formal LPS authorisation in this regard. NMDDC will be issued with lists of non-domestic property addresses for the purposes of vacancy inspections. LPS provides information to NMDDC for the purposes of:</p> <p>(a) Updating the Valuation List, including maintenance of the vacant property schedule; and</p> <p>(b) Collating aggregated data for penny product calculation purposes.</p>
5.	<p>Organisations Involved</p> <p>This agreement is between LPS and NMDDC. No other organisations or individuals are permitted to share the information, without the express written agreement of the originating data controller of the information in question. The following staff will be involved in this process:</p> <ul style="list-style-type: none"> ➤ For NMDDC: Edwin Newell Position: Head of Building Control and Licensing Email: edwin.newell@nmandd.org Tel: 079 6757 1380 ➤ For LPS: Position: Email: Tel:
6.	<p>Data to be Shared</p> <p>a) The information to be shared between these organisations under this agreement for the purposes of valuation and rating administration will consist of details of persons and details of properties, as set out below. This includes personal data but excludes special category data which will not be shared.</p>


	<p>b) The information to be provided by LPS is for non-domestic and mixed properties in the Newry, Mourne & Down area and includes the following details:</p> <ul style="list-style-type: none"> ➤ Property ID. ➤ UPRN. ➤ X Y Coordinates. ➤ NAV / CV. ➤ Property Description (including Distinguishment, Exemption / Exclusion status) ➤ Property Address: <ul style="list-style-type: none"> <i>Property Number /Name</i> <i>Street</i> <i>Townland</i> <i>Town</i> <i>Postal Town</i> <i>Postcode</i> ➤ Ward Name ➤ Previous Owner Name ➤ Previous Occupier Name ➤ Property Description. ➤ Total CV/NAV <p>c) LPS will provide name and address details to Edwin Newell, who will provide LPS with all or some of the details specified in the agreed format including:</p> <ul style="list-style-type: none"> ➤ Account start date If owner identified ➤ Account start date if occupier known <p>d) The initial information is available on LPS's properties database extracted from the IT rating and revenue system. The requested information is produced by Council officers inspecting buildings.</p> <p>e) The information held by LPS is collected for the purposes of valuation and rating. The information collected by the Council officers is collected on behalf of LPS for the purposes of valuation and rating.</p> <p>f) Details of properties provided to NMDDC will be via secure means electronically by encrypted email or an accredited, secure encrypted file transfer protocol (SFTP) system. The completed details requested are returned to LPS by the same method. Alternatively, information can be returned in sealed envelope addressed to the nominated responsible officers with appropriate security marking: Official.</p>
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	<ul style="list-style-type: none"> g) Regular inspections are undertaken to ensure the data is kept up to date. h) Inspections should occur at least annually.
7.	<p>Information use</p> <ul style="list-style-type: none"> a) LPS will use the information collected on properties to keep valuation and rating calculation and administration systems on properties accurate and up-to-date. b) LPS and the NMDDC will ensure the information shared under this agreement will only be used for those purposes set out in Section 2 above. c) The originating party of information remains the data controller. LPS becomes the data controller of information collected by officers on commercial properties. d) Special category data is not to be shared. e) Neither party receiving information will release it to a third party without the express written agreement of the data controller of that information. f) If a partner leaves the agreement, the information shared will revert to the original data controller.
8.	<p>Requests for information</p> <p>If either party to this agreement receives a subject access, EIR or FOI request and relevant data is found to be the responsibility of the other party as data controller, the recipient of the request will contact the data controller to determine how the request shall be processed.</p> <p>Requests will be dealt with under the DPA, GDPR, FOIA, Environmental Information Regulations 2004 and related relevant legislation.</p>
9.	<p>Responsibilities of each party</p> <ul style="list-style-type: none"> a) LPS is the data controller and owner of the information and NMDDC is the data processor of valuation and rating information passed for rating and valuation purposes; b) This agreement does not give unrestricted access to information the other party may hold but sets out parameters for the safe and secure sharing of information for a justified need to know purpose;

	<ul style="list-style-type: none"> c) LPS has responsibility as data controller for the information at all times, though the NMDDC must comply with the DPA and this agreement while processing the information; d) Each party has responsibility for ensuring they have organisational and security measures in place to protect the lawful use of any information shared. Each will ensure a reasonable level of security for supplied information, personal or non-personal, and process the information accordingly; e) Each party will comply with the six data protection principles in all their processing of the data being shared; f) Each party is responsible for ensuring they meet the conditions set out in the DPA 2018, when processing personal information, to ensure the information is used and disclosed lawfully; g) Each party will ensure that staff are only given access to personal data where there is a legal right, in order for them to perform their duties in connection with the delivery of this service; h) Each party is responsible for ensuring that any staff accessing shared information under this agreement are trained and fully aware of their responsibilities under the DPA to maintain the security and confidentiality of personal information; i) Each party should ensure that any staff accessing shared information follow the procedures and standards that have been agreed and incorporated within this agreement; j) Each party must have a retention and disposal policy in place k) The party originally supplying the information must be notified immediately of any breach of confidentiality or incident involving a risk or breach of the security of information; l) Neither party should assume that any non-personal information is not sensitive and can be freely shared. The originating partner should be contacted before any further sharing takes place; m) Each party reserves the right to carry out an audit or review of the other party's compliance within the terms of this agreement and both parties agree to co-operate fully with any such audit or review. The parties will give 28 days' notice of such a review; n) Each party will share with the other party the outcome of any audits or reviews that have been carried out on its activities; o) Any relevant information discovered to be inaccurate or inadequate for the specified purpose will be brought to the attention of the originator of that data. The originator will be responsible for correcting the data and notifying all other recipients of the corrections.
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10.	<p>Security</p> <ul style="list-style-type: none"> a) Both parties will take appropriate technical and organisational measures against unauthorised or unlawful processing of personal data and against accidental loss to, destruction of, or damage to, personal data. b) Specific security arrangements which will be taken to protect the information, including secure transfer, as outlined above. c) Information will be stored as is appropriate for its nature under the DPA 2018 data protection principles. DoF Departmental and council data security policies and procedures will be adhered to. d) Each party will ensure that only officers of either the NMDC or LPS who have a genuine business need to see the data will have access to it.
11.	<p>Retention and disposal</p> <ul style="list-style-type: none"> a) When the Council has completed its processing of information for rating and valuation purposes, it will destroy any copies of information it possesses and shall do so at least within one month of cessation of processing in line with DPA and NMDC own data retention and disposal procedures. b) LPS as data controller shall retain and then dispose of information held for valuation and rating purposes in accordance with the DoF Retention and Disposal Schedule, v1.3 December 2016, namely Section 3, 16. c) Electronic files will be deleted according to standard NICS data security protocols. d) Paper records will be disposed of by appropriate secure means such as shredding or incineration and in accordance with NICS data security protocols.
12.	<p>Security incidents or data breaches</p> <ul style="list-style-type: none"> a) If a data security breach is discovered by either party, it will be reported to the Information Manager for the data controller, and for

	<p>each party. The Data Security Breach Management Plan for the data controller will be instigated and the incident investigated.</p> <ul style="list-style-type: none"> b) If required, immediate action may be taken to temporarily suspend the agreement until the breach is remedied. c) Each party must be fully engaged in the resolution of an incident by assisting in the investigation being carried out by the responsible partner d) In the event of an incident within LPS, the responsible IAO within DoF will instigate an investigation in line with the DoF, Data Breach Management Plan.
13.	<p>Commencement/Review/Termination of Data Sharing Agreement</p> <ul style="list-style-type: none"> a) This data sharing agreement shall commence on ???. b) This data sharing agreement may be amended on the mutual written agreement of both parties. c) If any significant change takes place which means the agreement needs amendment, the agreement may be updated as needed and a new version will be signed by the parties and circulated to replace the revoked agreement. d) Any signatory to this data sharing agreement can make a request for an extraordinary review at any time during the term of the agreement. e) The DSA will be reviewed every three years. f) Should any party wish to terminate the agreement, that party will notify the other by written notice 3 months before the proposed ending of the agreement. Arrangements for ensuring the secure deletion or disposal of all shared data will be undertaken as soon as practicable after the termination date. g) Written notice, unless an alternative service recipient has been agreed in writing by the responsible officers, must be served on the responsible officers and be sent by first class post to their business address or, electronically to their email address (see clause 6 for these email addresses) h) Electronic service may be sent to the responsible officer during a working Monday to Friday weekday (excluding a weekday falling on a bank or public holiday). Where notice is served after 5pm on such a working weekday it will be deemed to have been served on the next working weekday.
14.	<p>Indemnity</p>

	<p>In the event of a breach of this agreement which results in a financial penalty, claim or proceedings, the parties agree to co-operate to identify and apportion responsibility for the breach and the defaulting party will accept responsibility for any such claim.</p>
15.	<p>Signatures</p> <p>I have read, understood and agree to abide by the terms and conditions of this agreement. All information received will only be used for the purpose defined and listed in the agreement.</p> <p>Signed on behalf of Land & Property Services</p> <p>_____</p> <p>Name (block capitals): _____</p> <p>Date:</p> <p>Signed on behalf of Newry, Mourne & Down District Council</p> <p></p> <p>Name (block capitals): <u>EDWIN NEWELL</u></p> <p>Date: 15/10/2024</p>
16	<p>Interpretation</p> <p>Anonymised data is information from which no individual can be identified.</p> <p>Data controller has its DPA 2018 meaning being a person or organisation (either alone or jointly or in common with other persons or organisations) which determines the purposes for which and the manner in which any personal information is to be processed.</p> <p>Data processor has its DPA 2018 meaning being any person or organisation (other than an employee of the data controller) who processes information on behalf of the data controller.</p>

	<p>DPA means the Data Protection Act 2018, which is the legislation that governs the handling and protection of information relating to living people.</p> <p>The data protection principles refer to the six rights which all organisations processing personal data must conform to, as prescribed by the DPA.</p> <p>Data subject means an individual who is the subject of the personal data.</p> <p>Data sharing means the disclosure of data from one or more organisations to a third party organisation or organisations, or the sharing of data between different parts of an organisation. It can take the form of systemic, routine data sharing where the same information is shared between the same organisations for an established purpose, or one off decisions to share data for any of a range of purposes.</p> <p>Data sharing agreement means the common set of rules to be adopted by the various organisations involved in a data sharing operation.</p> <p>DoF means the Department of Finance</p> <p>Environmental Information Regulations 2004 - legislation that provides rights of public access to environmental information held by public authorities.</p> <p>EIR request - a request by a member of the public for access to environmental information held by a public authority. In most cases, the public authority must provide a response to the request within 20 working days of receipt.</p> <p>FOIA means the Freedom Of Information Act 2000 the legislation that provides public access to third-party, non-environmental information held by public authorities.</p> <p>FOI request means a request from a member of the public for access to third-party, non-environmental information held by a public authority. The public authority must provide a response to the request within 20 working days of receipt.</p> <p>ICO means the Information Commissioner</p> <p>NAV means the net annual value of a hereditament / property</p>
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	<p>Personal data means information which relates to a living individual who can be identified from that information and other information in the possession of the data controller. It includes any expression of opinion about the individual and any indication of the intentions of the data controller or any other person in respect of the individual.</p> <p>DPIA means a Data Privacy Impact Assessment which is a comprehensive process for determining the privacy, confidentiality and security risks associated with the collection, use and disclosure of personal data.</p> <p>Processing of data has its DPA meaning of any activity involving personal data information. This includes obtaining, recording or holding the data or doing any work to it such as organising, adapting, changing, erasing or destroying it.</p> <p>Registration – The ICO maintains a public register of data controllers. Each register entry includes the name and address of the data controller and details of the types of personal data they process. Notification is the process by which a data controller’s details are added to the register.</p> <p>Special category data – personal information about an individual’s race or ethnic origin; political opinions; religious or other similar beliefs; trade union membership; health; sexuality; criminal proceedings or convictions. Special category data can only be processed under strict conditions (see relevant sections of the DPA).</p> <p>Subject access request – a written request from an individual for information which is held about them. The data controller must respond to the request within 40 calendar days of receipt.</p> <p>The 1977 Order means the Rates (Northern Ireland) Order 1977</p> <p>The 2007 Act means the Serious Crime Act 2007</p>
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Report to:	Economy, Regeneration and Tourism Committee
Date of Meeting:	Monday 9 th December 2024
Subject:	Document Storage and Retrieval Service Planning - Extension to contract
Reporting Officer (Including Job Title):	Jonathan McGilly Assistant Director, Regeneration
Contact Officer (Including Job Title):	Margaret Rodgers Business Support Manager

Confirm how this Report should be treated by placing an x in either:-						
<table><tr><td>For decision</td><td></td><td>For noting only</td><td>X</td></tr></table>	For decision		For noting only	X		
For decision		For noting only	X			
1.0	Purpose and Background					
1.1	<p><u>Purpose</u> To note the renewal of the the current contract under the EPSO framework, 390_22 for Document Storage and Retrieval Services with Iron Mountain UK Limited which is due to expire on 15 January 2025.</p> <p><u>Background</u> Since 2012, Iron Mountain UK has been the preferred supplier for the Department for Infrastructure (DfI) and has continued this role with Newry, Mourne and Down District Council (NMDDC) since 2015.</p> <p>In 2024, the market for document storage and retrieval services was tested via the EPSO framework. This annual renewal process confirmed that Iron Mountain UK remains competitive against other providers. Additionally, the significant costs and logistical challenges associated with removing records if the contract were not renewed, coupled with the need for consistency and minimal disruption, make switching providers financially impractical.</p>					
2.0	Key issues					
2.1	<p>As part of the new planning portal project, a substantial number of applications are now submitted online. Efforts are ongoing to reduce the volume of hard copy applications over the coming years.</p> <p>In the interim, hard copy files will continue to exist, and planning must retain all files for 6 years from the last date of use under legislation. The ongoing initiatives to reduce hard copy applications and implement a controlled weeding programme are expected to help manage storage needs more efficiently in the future.</p>					

	<p>Given Iron Mountain UK's long-standing relationship with our Council, maintaining consistency is crucial to avoid any disruption in service.</p> <p>Consultations with other councils have revealed that most use their own facilities for file storage, with some continuing to use Iron Mountain for off-site storage as their preferred provider.</p>
3.0	Recommendations
3.1	To note the extension of the current contract, under the EPSO framework, with Iron Mountain UK Ltd for a further 12 months, from 16 January 2025 to 15 January 2026, with the possibility of a further 12 months from 16 January 2026 to 15 January 2027.
4.0	Resource implications
4.1	£15K per annum as per agreed budget.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>

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

Report to:	Economy, Regeneration and Tourism Committee
Date of Meeting:	Monday 9 th December 2024
Subject:	Northern Ireland Enterprise Support Service (NIESS) – Go Succeed NI
Reporting Officer (Including Job Title):	Amanda Smyth, Assistant Director: Economy, Growth and Tourism
Contact Officer (Including Job Title):	Aveen McVeigh, Head of Regeneration and Business Development

Confirm how this Report should be treated by placing an x in either:-		
For decision	For noting only	x

1.0	<p><u>Purpose</u> To note the update on the implementation of Go Succeed.</p> <p><u>Background</u> Go Succeed was launched in November 2023 to provide a holistic approach to Council led enterprise and business support services with a focus on providing tailored advice and guidance to micro and SMEs (under 50 employees) to meet the individual needs of entrepreneurs and business in Northern Ireland.</p> <p>The programme is funded UK Shared Prosperity Fund and delivered via Northern Ireland’s 11 councils.</p> <p>Belfast City Council (BCC) is the lead Council on Go Succeed and manages all contracts. Derry City and Strabane District Council leads on Marketing and Communication.</p>
2	<p>Key Issues</p> <p><u>About the Programme</u></p> <ul style="list-style-type: none">• The service supports entrepreneurs, new starts, existing businesses and social enterprises with easy-to-access advice and support including mentoring, master classes, peer networks at every stage of their growth journey.• Clients can enter the free service via www.go-succeed.com, or contacting the dedicated free phone number 0800 027 0639.

- Enterprise Northern Ireland (ENI) delivers the Start-up pillar of Go Succeed across Northern Ireland. ENI's delivery agents in NMDDC are Newry and Mourne Enterprise Agency and Down Business Centre. Clients registered with the delivery agents receive a diagnostic, an enterprise action plan or business plan following mentoring.
- BCC has appointed Full Circle to deliver the Growth pillar of the Service (focus on existing businesses with the potential to grow). Businesses receive support via a diagnostic, mentoring, and masterclasses. Mentoring is tailored 1-2-1 to the meet the needs of the client. Clients can avail of support including business planning, strategy and growth, marketing and branding, digital transformation including ecommerce etc. Free events are available from <https://go-succeed.com/events/>

Delivery

- Since November 2023 to October 2024 the service in NMDDC has received over 1000 enquiries and has aided 376 Start clients and 363 Growth clients
- A grant of up to £4,000 is available for eligible participants on the Start and Grow pillars. Intervention rate is 70% Council and 30% applicant, Council has administered 60 grants to eligible businesses.
- Council hosted a regional heat of The Ultimate Pitch in October; 11 entrepreneurs pitched their business to a panel of judges for 90 seconds. The winner received £1000 and represented NMDDC in the NI Final. The Ultimate Pitch competition highlighted how Go Succeed empowers entrepreneurs providing them with the tools, guidance and funding needed to turn visionary ideas into an impactful business.
- A NMDDC Start-up client featured in a case study to promote the benefits of Go Succeed and how the service assisted their business grow, the case study can be viewed here. <https://www.facebook.com/reel/1205749853869134>.
- Department for Economy sets targets for statutory job creation for Councils, NMDDC target for 24/25 is 170. Council is working in collaboration with ENI and Belfast City Council to ensure compliance with the statutory job targets.
- Funding for Go Succeed is to conclude on 31 March 2025, BCC is actively liaising with UKSPF to secure additional funding for the service in 25/26 however this is in the financial environment of the UKSPF budget allocation for Northern Ireland for 25/26 has been reduced by 40%. A report will be brought to Committee to update members on Go Succeed implementation post March 2025.

3.0	Recommendations
	<ul style="list-style-type: none"> To note the update on the implementation of Go Succeed NI.
4.0	Resource implications
	There is a resource allocation in 24/25 budget.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)

6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	Appendices
	n/a
8.0	Background Documents
	n/a

Report to:	Economy, Regeneration and Tourism Committee
Date of Meeting:	Monday 9 th December 2024
Subject:	Rural Business Development Grant Scheme
Reporting Officer (Including Job Title):	Amanda Smyth Assistant Director: Economy Growth and Tourism
Contact Officer (Including Job Title):	Sonya Burns, Head of Programmes Paul Jordan, Project Coordinator

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

For decision	For noting only	X
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1.0	Purpose and Background
1.1	<p><u>Purpose</u> To provide an update regarding the administration of the 2024 Rural Business Development Grant Scheme.</p> <p><u>Background</u> This Scheme is funded under the Department of Agriculture, Environment and Rural Affairs’ Tackling Rural Poverty and Social Isolation (TRPSI) Programme, administered by Council.</p> <p>The scheme will support eligible private sector or social economy sector businesses based in a rural area, employing less than 10 FTE people.</p> <p>The Scheme can provide funding of up to 50% of costs for capital items up to a maximum of £4,999. The minimum grant awarded will be £500. The total cost of the capital project must be a minimum of £1,000 and must not exceed £20,000. Applicants must provide the remaining match funding towards the project</p>
2.0	Key issues
2.1	<ul style="list-style-type: none">• The Rural Business Development Grant Scheme opened on the 16th October 2024 with a closing date of the 8th November 2024 (as directed by DAERA).• Staff completed 4 on-line information workshops and 2 drop-in sessions in Newry and Downpatrick. The workshops and drop-in sessions attracted nearly 200 participants with staff providing additional support to individual queries.

	<ul style="list-style-type: none"> A total of 140 applications have been received and staff are currently completing eligibility checks as per the DAERA process. Eligible bids will then be scored and ranked and forwarded to DAERA for ratification by the end of December 2024. DAERA have confirmed that they intend to issue grant offers by the 10th Jan 2025. Council staff will be processing claims for final submission to DAERA by 31st March 2025.
3.0	Recommendations
3.1	<ul style="list-style-type: none"> To note the updated provided on the 2024 Rural Business Development Grant Scheme
4.0	Resource implications
4.1	<ul style="list-style-type: none"> 100% funded by DAERA
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p>

	<div> <div> Consultation period will be 12 weeks <input type="checkbox"/> </div> <div> Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/> </div> </div> <div> <i>Rationale:</i> </div>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	Appendices
	n/a
8.0	Background Documents
	n/a

Report to:	Economy, Regeneration and Tourism Committee
Date of Meeting:	Monday 9 th December 2024
Subject:	Taste of Tourism Summit – March 2025
Reporting Officer (Including Job Title):	Amanda Smyth Assistant Director of Economy, Growth and Tourism
Contact Officer (Including Job Title):	Michelle Boyle Head of Product Development and Visitor Experience

Confirm how this Report should be treated by placing an x in either: -			
For decision		For noting only	x
1.0	Purpose and Background		
1.1	<p><u>Purpose</u></p> <p>To note Council support in the form of sponsorship for Taste of Tourism Summit in March 2025. This event is organised by the Northern Ireland Hotels Federation (NIHF).</p> <p><u>Background</u></p> <p>Taste of Tourism comprises of a gourmet dinner and summit designed to bring together food producers, suppliers and food service providers with hoteliers, restaurateurs, and other catering outlets. The event seeks to highlight our food heritage, showcase local ingredients, and explore new pressures on cost and creating a sustainably aware sector. This is an important event for NMDDC to be involved in, given the important of Food Tourism within the Destination</p>		
2.0	Key issues		
2.1	<p>Sponsorship of the event will include:</p> <ul style="list-style-type: none">• Co-Sponsor of the Taste of Tourism Summit & Artisan Market.• Opportunity for Five artisans from NMD to take part in the market place.• This will be an opportunity to offer sampling with all those taking part and the opportunity to attend the full summit programme.• Logo to appear on all materials associated with the artisan market.• Coverage in media & industry publications in relation to the event.		
3.0	Recommendations		
3.1	<p>To note Council will be a co-sponsor at the Northern Ireland Hotel Federation, Taste of Tourism Summit & Artisan in Market in March 2025</p>		

4.0	Resource implications
4.1	Sponsorship fee of £1,650 for NITF for the Taste of Tourism Summit & Artisan Market. The budget is available within revenue budgets
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i> N/A</p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>

7.0	Appendices
	N/A
8.0	Background Documents
	N/A