



September 10th, 2021

Notice Of Meeting

You are requested to attend the Enterprise Regeneration & Tourism Committee meeting to be held on **Monday, 13th September 2021 at 6:00 pm** in **Mourne Room Council Offices Downshire Estate Downpatrick** and via **Microsoft Teams**.

Committee Membership:

Councillor R Howell **Chairperson**

Councillor T Andrews **Deputy Chairperson**

Councillor R Burgess

Councillor W Clarke

Councillor D Curran

Councillor M Gibbons

Councillor G Hanna

Councillor V Harte

Councillor M Larkin

Councillor R Mulgrew


Councillor A McMurray

Councillor H Reilly

Councillor M Ruane

Agenda

- 1.0 Apologies and Chairperson's remarks.**
- 2.0 Declarations of Interest.**
- 3.0 Action Sheet: Enterprise Regeneration & Tourism Committee Meeting: Monday 09 August 2021. (Attached)**

 *Action Sheet - ERT Aug 2021.pdf*

Page 1

Presentations

- 4.0 Presentation from DAERA re: Fishing & Seafood Development Programme (FSDP) Kilkeel and Ardglass Harbours.**

Owen Lyttle Director of Fisheries & Marine Division DAERA, will be in attendance.

 *FSDP presentation to NMDDC Sep 21.pdf*

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Notices of Motion

- 5.0 To consider the following Notice of Motion in the name of Councillor L Devlin and Councillor M Savage re: Skills Shortage. (Attached)**

Recognising the significant and growing staff shortages within the Hospitality sector, this Council calls for the establishment of a forum with representatives from the South Eastern and Southern Colleges, Department for the Economy and other key stakeholders to undertake an assessment of the training needs to address the shortage within the hospitality sector with the aim of providing short, medium and long term solutions to tackle this crisis and to enable our hospitality industry to survive and to aid our covid recovery."

 *Notice of Motion - Staff Shortages in Tourism & Hospitality (draft).pdf*

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Enterprise, Employment and Regeneration Items

- 6.0 Forkhill Former Police Barracks. (Attached)**

 *ERT Report - Forkill Former Barrack Site Partnership.pdf*

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 *Appx. 1 - Report of Mtg Re Forkhill Former Barracks Site Partnership Committee 01.09.2021.pdf*

Page 23

 *Appx. 2 - Forkhill Former Baracks Site Business Case.pdf*

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- 7.0 Warrenpoint Frontshore Public Realm Scheme. (Attached)**

 *ERT Report - Warrenpoint Front Shore Public Realm Scheme.pdf*

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8.0 Warrenpoint Municipal Park. (Attached)

ERT Report - Warrenpoint Municipal Park.pdf

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Appx. Warrenpoint Municipal Park Steering Group Report 26.08.2021.pdf

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Tourism, Culture and Events Items

9.0 Consumer Trade Shows 2021-22. (Attached)

ERT Report - Consumer Trade Shows 2021-2022.pdf

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10.0 External Signage for Newry & Mourne Museum. (Attached)

ERT Report - External Signage Newry & Mourne Museum.pdf

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11.0 Sponsorship of Hospitality Exchange. (Attached)

ERT Report - Hospitality Exchange Conference Sponsorship.pdf

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Building Control and Licensing

12.0 Consultation re: Building Control Regulations. (Attached)

ERT Report - Consultation on Building Regulations Amendments .pdf

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Appx 1 - Consultation Document Building Regs C2.pdf

Page 52

Appx 2 - Draft Response to Consultation on Building Regs.pdf

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Exempt Information Items

13.0 Covid Recovery Working Group Meeting held on 20 August 2021. (Attached)

This item is deemed to be restricted 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) and the public may by resolution, be excluded during this item of business.

EXEMPT ERT Report - Covid 19 Recovery Group Mtgs Recommendations.pdf

Not included

14.0 Halloween Events Programme. (Attached)

This item is deemed to be restricted 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) and the public may by resolution, be excluded during this item of business

 **ERT Report - Halloween Events 2021.pdf**

Not included

15.0 Newry Chamber Music Proposals. (Attached)

This item is deemed to be restricted 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) and the public may by resolution, be excluded during this item of business

 **EXEMPT ERT Report - Newry Chamber Music.pdf**

Not included

16.0 Strangford Lough Tourism Cluster Memorandum of Understanding. (Attached)

This item is deemed to be restricted 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) and the public may by resolution, be excluded during this item of business

 **EXEMPT ERT Report - Strangford Lough Tourism Cluster MOU.pdf**

Not included

17.0 TNI Product Development Fund. (Attached)

This item is deemed to be restricted 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) and the public may by resolution, be excluded during this item of business

 **EXEMPT ERT Report - TNI Product Development Fund.pdf**

Not included

For Noting

18.0 Approval of Grants offers for Financial Assistance - Tourism Events. (Attached)

 **ERT Report - Financial Assistance for Tourism Events & the Arts.pdf**

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19.0 Castlewellan Forest Park. (Attached)

 **ERT Report - Castlewellan Forest Park.pdf**

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 **Appx - Reports of Castlewellan Forest Park T&F Apr-Jun-Aug 2021.pdf**

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20.0 Covid 19 Revitalisation Programme. (Attached)

 **ERT Report - Covid 19 Recovery Revitalisation Plan.pdf**

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21.0 ERT Historic Action Tracker Sheet. (Attached)

 *ERT Historic Action Tracker Sheet - for Sept Mtg 2021.pdf*

Page 103

22.0 Newcastle Harbour Update. (Attached)

 *ERT Report - Newcastle Harbour.pdf*

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23.0 Planning Performance Figures - August 2021. (Attached)

 *Planning Committee Performance Report Aug 2021.pdf*

Page 115

24.0 Submissions to DfI re Greenway and Active Travel Projects. (Attached)

 *ERT Report - Submissions to DFI Active Travel.pdf*

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ACTION SHEETENTERPRISE REGENERATION & TOURISM COMMITTEE MEETINGMONDAY 09 AUGUST 2021

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/135/2021	NOTICE OF MOTION RE: FISHING & SEAFOOD DEV PROGRAMME	<p>To defer a final decision on proposed governance until after DAERA Officials present to the ERT Committee Meeting in September 2021 on the Fishing and Seafood Development Programme, and in particular:</p> <ul style="list-style-type: none"> • Governance proposals for the project • NMDDC role in the project • Current progress with the Strategic Outline Case • Timelines for delivery of the Strategic Outline Case • Key next steps <p>Council support the Fishing Representatives in their call for the current SRC facility in Kilkeel to be converted to a maritime college.</p> <p>Mr McGilly to provide Councillor Reilly with the results of the studies that had been carried out in relation to Kilkeel</p>	J McGilly	DAERA presentation planned for September ERT	n

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Harbour.			
ERT/136/2021	NOTICE OF MOTION RE: MOTORHOME STRATEGY	<p>To note the contents of Report dated 09 August 2021 from Mr A Patterson, Assistant Director Tourism, Culture & Events, and to approve for officers to consult with several key stakeholders to inform the development of the Terms of Reference for a future Motorhome Strategy for the District.</p> <p>To amend the wording of the Notice of Motion to read:</p> <p><i>"With the ever increasing numbers of Motorhome owners and campers opting to use car parks and other locations for overnight stays in Newcastle, Council acknowledge the signs of tension that are now growing between local residents and those wishing to use public spaces for overnight stays. Council recognise that freedom camping has become unsustainable at some key areas. In turn this is placing operational and environmental pressure on visitor attractions originally designed for day time recreational use only. Council</i></p>	A Patterson	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p><i>develop a public space overnight stay strategy which includes both motorhomes and tents for Newry Mourne and Down Council region, encompassing Newry and the main towns, villages and rural areas."</i></p> <p>Mr Patterson to contact Councillor Hanna in relation to specific car parks and legislation regarding overnight stays.</p> <p>Mr Patterson to advise Members if any planning applications had been received from the private sector for the provision of facilities for motorhome users.</p>			
ERT/137/2021	NOTICE OF MOTION RE: REVIVAL OF DOWNPATRICK TOWN CENTRE	<p>To note Report dated 09 August 2021 from Mr J McGilly, Assistant Director Enterprise, Employment & Regeneration, and proceed as follows:</p> <ul style="list-style-type: none"> Officers carry out a detailed options appraisal in partnership with local elected Members and business representatives, looking at the most suitable option going forward, that best represents the need of the Town Centre. 	J McGilly	Downpatrick DEA Councillors meeting scheduled for 17 September to consider options	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<ul style="list-style-type: none"> Report back to the ERT Committee with findings of the options appraisal exercise. 			
ERT/138/2021	AONB / NIEA CHALLENGE FUND	<p>1) To note that Council have submitted a funding application for £279,500 from NIEA Challenge Fund to undertake additional works at the AONB. An outcome is anticipated in August 2021 with a funding deadline of 31 March 2022.</p> <p>2) In the event an application is approved, and given the limited period for implementation, it is requested that in preparation, to proceed as follows:</p> <ul style="list-style-type: none"> Subject to a Letter of Offer being secured, Council approve the Business Case for implementation of the project as outlined in the funding application "The Ring of Gullion AONB and Strangford and Lecale AONB Management Action Plans Challenge Fund" for additional capital works onsite. 	J McGilly	Work in progress	y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<ul style="list-style-type: none"> Subject to a Letter of Offer being secured, Council approve to carry out the required procurement exercises in line with policy, for the implementation of the project, and following assessment and award, appoint the relevant supplier, if within available budgets. 			
ERT/139/2021	DERRYMORE DEMENSE PEACE IV FUNDING	<ol style="list-style-type: none"> 1) To note Council have secured £50,000 from Peace to undertake additional works at Derrymore Demense. 2) To approve Derrymore Peace Funding Business Case for additional capital works onsite at 100% funding rate and no cost to Council. 3) To proceed to carry out the required procurement exercises in line with policy, for the implementation of the project, and following assessment and award, appoint the relevant suppliers, if within available budgets. 	J McGilly	Work in progress – updates via steering group as required	y
ERT/140/2021	DUBLIN / BELFAST CORRIDOR DELIVERY PLAN	<ol style="list-style-type: none"> 1) Council support the proposal and brief to deliver a Development Plan, Strategy and Action Plan in respect of the Dublin Belfast Economic Corridor. 	J McGilly	Work in progress – report to ERT in due course as work progresses	y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		2) Council contribute, pro rate, to the research at a cost of £15,700.			
ERT/141/2021	LABOUR MARKET PARTNERSHIP	<ul style="list-style-type: none"> a) Council submits to DFC a Strategic Assessment and Action Plan for funding in 2021/2022 b) Council commences the process for establishing a strategic Assessment and Action Plan for 2022/2023 and submission of same to DFC by February 2022 c) Council signs and accepts a Letter of Offer from DFC for funding of a NMD Labour Market Partnership Action Plan d) Council to recruit, following HR protocol, for LMP staff posts to be created and funded (100%) through NMD LMP Action Plan e) Council to approve LMP Business Cases for LMP Action Plan activity 	J McGilly	Work in progress	y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>f) Council to proceed to carry out the required procurement exercises in line with policy for the implementation of the LMP Action Plan, and following assessment and award, appoint the relevant suppliers, if within available budgets.</p> <p>g) Given restricted timescales for implementation during the current financial year, procurement may be the establishment of Service Level Agreements, where appropriate, and following an application / assessment process to confirm capability.</p>			
ERT/142/2021	REVITALISATION SCHEMES – NEWRY & DOWNPATRICK	<p>(a) Council will accept and sign Letters of Offer for 2 Revitalisation Schemes for Lower Hill Street, Newry and Church Street Downpatrick.</p> <p>(b) To approve the implementation of the 2 revitalisation scheme projects via steering groups and the allocation of the required match funding as follows: Lower Hill Street, Newry – match funding £25,000 Church Street, Downpatrick – match funding £20,000</p>	J McGilly	Work in progress – updates to ERT via respective working groups	y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>(c) To approve Business Cases for each Revitalisation Scheme for completion of projects as proposed within the Revitalisation Action Plans and agreed by the respective Steering Groups, up to the value of the budgets available.</p> <p>(d) Council proceeds to carry out the required procurement exercises in line with policy for the implementation of the Action Plans, and following assessment and award, appoint the relevant suppliers, if within available budgets.</p> <p>(e) To note for 2021/2022 delivery NMDDC are able to apply for a budget from Department for Communities of up to £669,209.96, inclusive of programme delivery costs and 20% allocation to administration / resourcing.</p>			
ERT/143/2021	TOURISM NI MARKET LED PRODUCT DEV PROGRAMME 2021/22	(a) To submit an application to the Tourism NI Market Led Product Development Programme 2021/22 for £150,000 of grant funding, with no match funding required from Council.	A Patterson	Work in progress	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>(b) A Service Level Agreement to be entered into between Council and Tourism NI as part of the governance arrangements of the programme.</p> <p>(c) The Programme will be delivered with tourism product providers which are currently engaged in experience development activity with Council in the District.</p>			
ERT/144/2021	EXEMPT ANNALONG HARBOUR NORTH PIER RESTORATION	<p>1) To approve the Annalong Harbour North Pier Restoration works and the amended Business Case outlining the change to the delivery programme and Consultant/Contract cost implications, as a direct result of the additional works now required and further storm damage in early 2021.</p> <p>2) Subject to approval of Recommendation 1, Council issue new Purchase Orders to its Framework Contractor and Consultants to oversee the works, Given the urgency of site works, Council to proceed with recommendations in</p>	A Patterson	Work in progress	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		advance of the Ratification of the Report.			



Northern Ireland Fishing & Seafood Development Programme



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active landscape valued by everyone.*



FSDP Vision

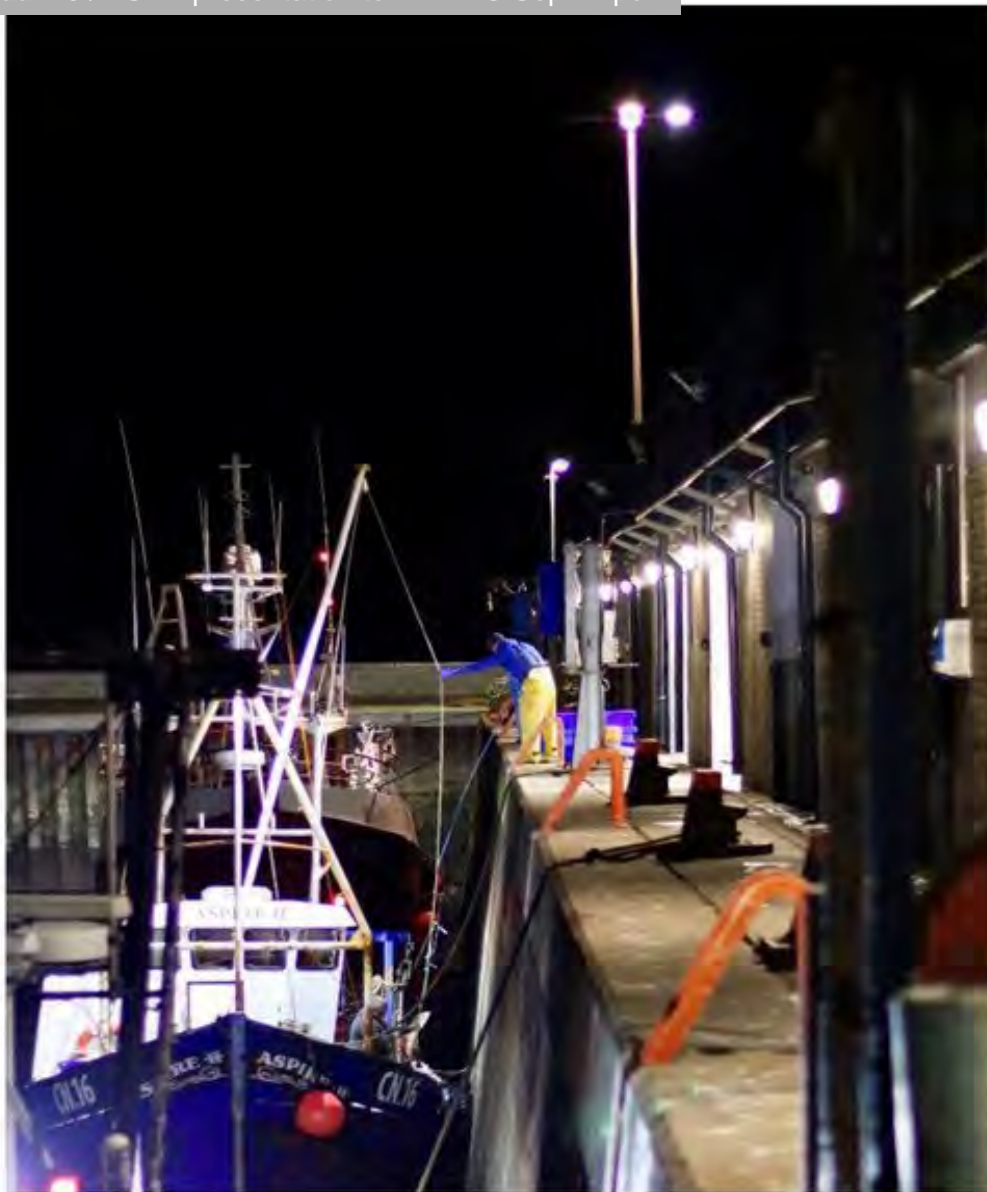
Northern Ireland's fishing & seafood industry is fit for the 21st Century. It will be prosperous and sustainable; able to take advantage of new fishing opportunities and green growth. It will be supported by improved fishing infrastructure that also supports growth in the Blue Economy and contributes to thriving coastal communities.



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Objectives

- Fishing Objective
- Blue Economy Objective
- Harbours Programme Objective
- Kilkeel
- Ardglass
- Portavogie



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Overview of Development Need

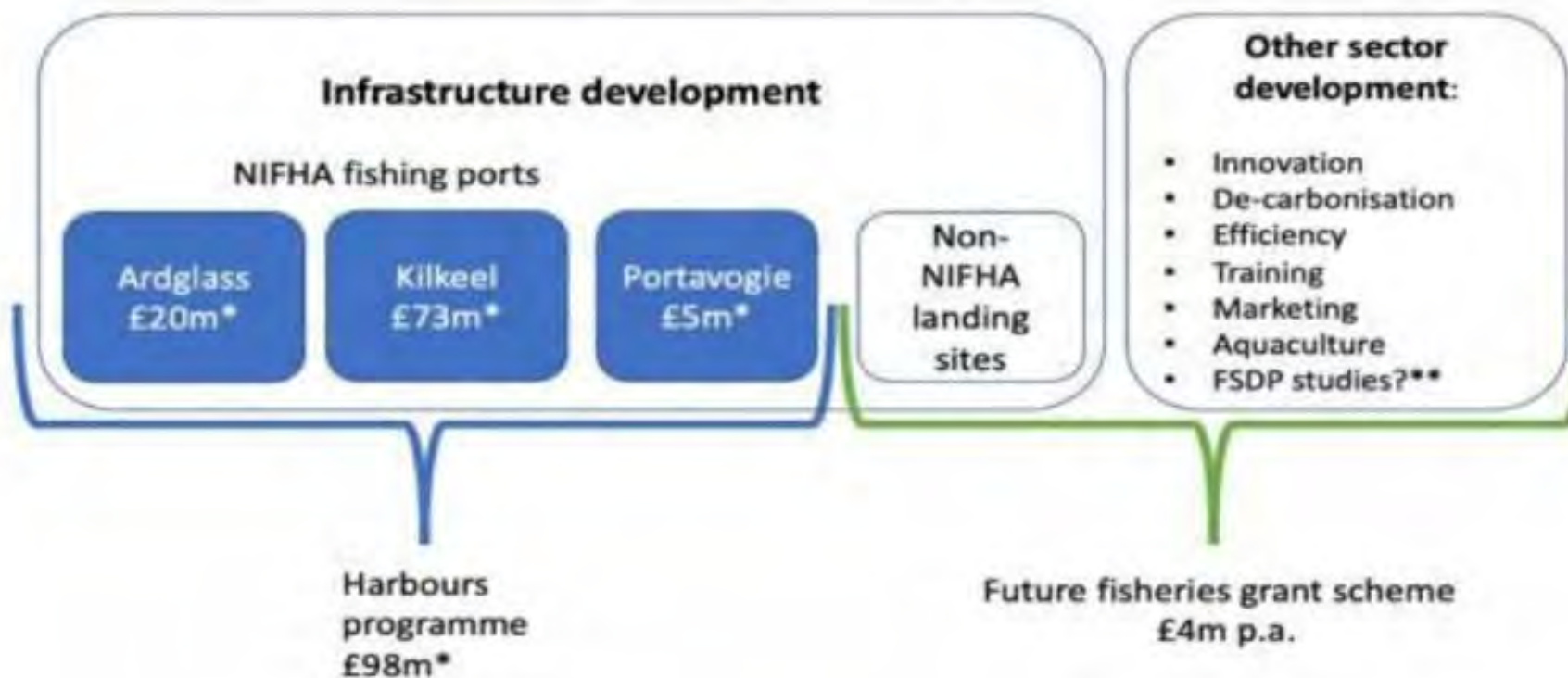


Figure B. FSDP Harbours Programme and Other Sector Development

*indicative costs

**FSDP studies include master planning and on Blue Economy opportunities



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Fishery Harbours Programme – Indicative Timeline

- Publication Fishing and Seafood Development Report 7 May 2021
- Strategic Outline Case (SOC) to be submitted to DOF September 2021
- Procurement and delivery of E&T studies by Jun 23
- OBC approval, EIA and HRA by Nov 23
- Planning and marine licensing by Feb 24
- Ministerial decision and procurement of Integrated Supply Team by Jan 25
- FBC approval by Mar 25
- Award of final planning and marine licences and construction commences 2025



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Report to:	Enterprise Regeneration and Tourism Committee
Date of Meeting:	Monday 13 September 2021
Subject:	Notice of Motion – Staff Shortages within the hospitality sector
Reporting Officer (Including Job Title):	Jonathan McGilly – Assistant Director EER
Contact Officer (Including Job Title):	Jonathan McGilly – Assistant Director EER

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

For decision	<input type="checkbox"/>	For noting only	<input checked="" type="checkbox"/>
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1.0	Purpose and Background
1.1	<p><u>Purpose</u> To provide some context and background to the notice of motion as detailed below as proposed by Cllrs Devlin and seconded by Cllr Savage</p> <p>"Recognising the significant and growing staff shortages within the Hospitality sector, this Council calls for the establishment of a forum with representatives from the South Eastern and Southern Colleges, Department for the Economy and other key stakeholders to undertake an assessment of the training needs to address the shortage within the hospitality sector with the aim of providing short, medium and long term solutions to tackle this crisis and to enable our hospitality industry to survive and to aid our covid recovery."</p>
2.0	Key issues
2.1	<p>There is no doubt that in recent times many sectors across our economy both locally and regionally have faced challenges in terms of labour supply. The challenges of the Tourism and Hospitality sector have been well documented in regional press and via our stakeholder engagements at a range of levels. The two key drivers appear to be</p> <ol style="list-style-type: none"> 1. Covid has resulted in many leaving the sector to find employment elsewhere and not returned for a variety of reasons, 2. Brexit has resulted in the reduction of labour availability. <p>Tourism and hospitality is a key sector within the local economy and labour shortages have been a real challenge for businesses in the sector irrespective of size. The problem has been exacerbated by the increased visitor number locally over the summer months with many on the Island choosing to holiday locally, with the trend likely to continue for some time.</p> <p>There has been significant research completed on the to date via stakeholder organisations and networks such as the Hospitality and Tourism Network and the NI</p>

	<p>Tourism Alliance which Council is currently a member of. Council also has strong stakeholder engagement channels with the industry locally.</p> <p>With the emergence of new funding programmes such as labour market partnerships opportunities now exist to fund initiatives that could potential help to address problems and market the opportunities within the sector.</p> <p>The Councils Economic forum is a stakeholder led engagement forum and as part of the structures to develop and implement the Councils Economic development and Regeneration Strategy there is a specific working group that focusses on skills and employability. FE Colleges and relevant Government agencies are represented on this group. This forum could be utilised to discuss this issue and engage with Tourism and Hospitality sector to agree a way forward.</p>
3.0	Recommendations
3.1	To note the content of this report.
4.0	Resource implications
4.1	N/A
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>Proposal initiating consultation</p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p>Due regard to Rural Needs (please tick all that apply)</p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p>Appendices</p>
	<p>N/A</p>
8.0	<p>Background Documents</p>
	<p>N/A</p>

Report to:	Enterprise Regeneration & Tourism Committee
Date of Meeting:	Monday 13 th September 2021
Subject:	Forkhill Former Barrack Site – Report of Partnership Committee meeting held on 1 st September 2021
Reporting Officer (Including Job Title):	Jonathan McGilly – Assistant Director Enterprise Employment & Regeneration
Contact Officer (Including Job Title):	Seamus Crossey – Project Manager (EER)

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<p><u>Purpose</u> To seek approval for the recommendations as set out in Section 3.1</p> <p><u>Background</u> As previously discussed at ERT, Council have been working in a long-term partnership with DFC, DAERA and the local community in regards assessing options for the future of the remaining elements of land on the former Barracks site in the village of Forkhill.</p> <p>Following the last meeting of the Partnership, Council as agreed had written back to DFC to reaffirm its interest in the overall site in line with the wishes of the local community. DFC have now commenced a process to take this forward and have been communicating with Council. The nature of land transfer is slow, but Council and DFC agreed to keep the Partnership informed.</p> <p>Currently there is £50,000 from the Peace Programme on offer to the site, which must be spend by March 2022. Given the requirement for further advance surveys and uncertain costs at this stage from a DFI perspective, removal of the remaining military blast wall at the front of the site to reinstate the school road pathway, was not something that could be completed in a quick timeframe and guaranteed to be within the available budget.</p> <p>Separately an application had been submitted to the 'Challenge Fund' and £5,000 has been obtained. It now offers an opportunity to appoint a facilitator to work with the community to draw up a Biodiversity and Access Plan for the site. On this basis, a costed plan could be produced, and £50,000 worth of work could then be earmarked and completed before the end of March 2022.</p>
2.0	Key issues
2.1	With a limited delivery timeframe up-to the end of March 2022 in relation to both Letters of Offer from the Challenge Fund and Peace Programme, it is important to now proceed with the appoint of a Facilitator to ensure there is no loss of time on the project.

	<p>The progression with a Biodiversity and Access Plan should be in partnership with both the local community and Council Grounds Maintenance Section to ensure that viable and sustainable options are costed up.</p> <p>Outside of the immediate timebound pressure on the funded elements of the project, important to not lose site of the bigger land transfer process and longer-term goal to remove the military blast wall and reinstate the public pathway.</p>
3.0	Recommendations
3.1	<p>1. Council and DFC ensure that the Partnership Committee are kept update in relation to the ongoing Land Transfer Process.</p> <p>2. Council commission a Value For Money process to appoint a facilitator to draw up a Biodiversity & Access Plan for the Forkhill Former Barracks Site in consultation with the local community.</p> <p>3. Council approve a Business Case for the £50,000 on offer from the Peace Programme and undertake the required procurement/framework appointment once a final plan has been agreed.</p> <p>4. Council work closely with the Peace Programme and Challenge Fund to ensure the eligibility of whatever items are being put forward in the proposed Biodiversity & Access Plan.</p>
4.0	Resource implications
4.1	<p>No direct Council monies are available for the site. £50,000 available from the Peace Programme and £5,000 from the Challenge Fund to be spent on the facilitation process to develop a biodiversity and access plan for the site and carry out the actual works before the end of March 2022.</p>
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>

	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	Proposal initiating consultation 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 Consultation period will be 12 weeks Consultation period will be less than 12 weeks (rationale to be provided) <i>Rationale:</i>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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	
	Appx 1 -Report of Forkhill Former Barracks Site Partnership Committee Meeting held on 1 st September 2021 Appx 2 - Business Case for the Forkhill Former Barracks Site.	
8.0	Background Documents	
	N/A	

Title of Working Group/Forum: Meeting of the Forkhill Former Barracks Site Partnership CommitteeDate/time/venue: Wednesday 1st Sept 2021 via Microsoft TeamsIn Attendance: Cllr D Murphy, Cllr P Byrne, Cllr M Larkin, Mr S McGivern (FCA), Mr B Boyle (FADDA), Mr R McCumusikey (FADDA), Mr B Cunningham (DFC), Mr P Rodgers (DAERA), Ms E Carr (Peace Programme)Chaired by: Cllr M Larkin Officers present: Mr J McGilly, Mr S Crossey, Mr D Rice

Apologies for non-attendance:

Agenda Item Number	Subject	Agreed way forward (if matter requires Committee/Council approval, a separate Report should be compiled and submitted to Committee)	Lead Officer	Actions taken/Progress to date	Remove from Action Sheet Y/N
1	<p>Background – Mr Crossey outlined:</p> <ul style="list-style-type: none"> - Following the last meeting of the Partnership, Council as agreed had written back to DFC to reaffirm its interest in the overall site in line with the wishes of the local community. DFC have now commenced a process to take this forward and have been communicating with Council. The nature of land transfer is slow, but Council and DFC agreed to keep the Partnership informed. - Previously only monies currently on offer to the site, was £50,000 from the Peace Programme, which must be spend by March 2022. Given the requirement for further advance surveys and uncertain costs at this stage from a DFI perspective, removal of the remaining military blast wall at the front of the site to reinstate the school road pathway, was not something that could be completed in a quick timeframe and guaranteed to be within the available budget. - Further to an application that had been submitted to the 'Challenge 		S Crossey	1.) Council and DFC ensure that the Partnership Committee are kept update in relation to the Land Transfer Process.	N

	Fund' £5,000 had been obtained to appoint a facilitator to work with the community to draw up a Biodiversity and Access Plan for the site. On this basis, a costed plan could be produced, and £50,000 worth of work could then be earmarked and completed before the end of March 2022.			
2	<p>Key Discussion Items;</p> <ul style="list-style-type: none"> - Given the previous contamination survey that was commissioned on the site, important to check out what it confirms in relation to the wall, so that outstanding surveys if required can be quantified in readiness for the longer-term removal of the wall and installation of a new path. - Could the Peace Funder consider if any of the monies could be used for works outside of the site on the main street. - If the Blast Wall is not addressed in the short term, it is important that the biodiversity and access plan does not recommend any works to the infilled area to the rear of the wall, in advance of a longer-term plan dealing with its removal. - Council to now work at speed to appoint a facilitator and ensure a plan is drawn as quickly as possible to ensure works can be completed by 31st March 2022. 	S Crossey	<p>2.) Council commission a Value For Money process to appoint a facilitator to draw up a Biodiversity & Access Plan for the Forkhill Former Barracks Site in consultation with the local community.</p> <p>3.) Council approve a Business Case for the £50,000 on offer from the Peace Programme and undertake the required procurement/framework appointment once a final plan has been agreed.</p> <p>4.) Council work closely with the Peace Programme and Challenge Fund to ensure the eligibility of whatever items are being put forward in the proposed Biodiversity & Access Plan.</p>	N
3	<p style="text-align: right;">AOB</p> <ul style="list-style-type: none"> - No items were raised. 	S Crossey		N

Signed: ____ Seamus Crossey (Project Manager - Lead Officer)

Business Case (Short Form)

£30,000 < £100,000 Expenditure

Project Title:	Forkhill Former Barracks Site _Carrying out 'Challenge Fund' Biodiversity Plan and 'Peace Programme' funded site works.
Directorate:	Enterprise Regeneration and Tourism (ERT)
SECTION A	
Tell us about your project:	For expenditure between £30,000 and £100,000 which is over and above the operational costs of a department, for example:
1. What is the current provision?	Under the proposed project, Council have successfully obtained funding of £5,000 and £50,000 respectively from the Challenge Fund and Peace Programme. This funding is targeted at producing a Biodiversity & Access Plan for the Former Forkhill Barracks Site and to then follow-up on the delivery of elements of the plan onsite.
2. What is the proposed provision (what options have you considered)?	The 2 options facing the scheme to come are: Option 1 – Do nothing/Decline the Funding and not undertake the plan and follow up works to the site. This will result in a loss of grant aid to the Council and a missed chance to enhance the last remaining derelict elements of the site.
3. What is the need and how is it evidenced?	Option 2 _Agree to proceed with the Biodiversity & Action Plan and thereafter to take elements of this and proceed with onsite works to address outstanding Dereliction on the Forkhill site. The need has been identified from an early 2021 consultation process, where the community clearly identified their desire to work closely with the Council on the future of the Forkhill Greenspace.
4. Are all statutory approvals in place – please outline?	Relevant approvals are in place to carry out the initial Biodiversity & Access Plan while the required approval for the works will be sought when it is known what is to be undertaken on the site.
5. Are there any risks associated with this project – please outline?	

<p>6. Any other relevant information? i.e. drawings, plans, photographs...</p> <p>You are not limited to one page, please expand where necessary.</p> <p>All of the above questions must be addressed.</p>			
SECTION B			
<p>7. Is your expenditure linked to the Corporate Plan/Community Plan/Directorate Business Plan – please reference the relevant section.</p>	<p>This expenditure is linked to the Councils Corporate plan and ongoing regeneration of our urban and rural areas.</p>		
<p>8. Has this project been identified as a priority in your Directorate?</p> <p>Please provide details:</p>	<input type="checkbox"/> Conditions Survey	<input type="checkbox"/> Strategy	<input checked="" type="checkbox"/> Other
		<p>The Project is clearly listed in the Departments list of projects, given that previous phases of work have been completed and these funds represent an ability to undertake a further stage in the overall development of the site.</p>	

9. Preferred Option – Please detail your preferred option and a rational why this option was selected	Option 2_ Agree to proceed with the Biodiversity & Action Plan and thereafter to take elements of this and proceed with onsite works to address outstanding Dereliction on the Forkhill site.		
10. Please provide a breakdown of all costs, including running costs (whole life costs). Please provide information on how these costs have been arrived at	Item 1 - £55,000 (Carrying out Challenge Fund Biodiversity & Access Plan and follow-up Peace Programme Delivery Site Works) Total £55,000.00 (These are the funds as per the Letters of Offer from Challenge Fund and Peace Programme)	<u>Account Code / Cost Centre / Project Code (if applicable):</u> <u>9024 / 9126</u>	
11. Please indicate how this project will be financed. Please provide details	<input type="checkbox"/> Internal Funding <input checked="" type="checkbox"/> External Funding Council have Monies available in 2021/22 through the Challenge Fund (£5,000) and Peace Programme (£50,000)		
Is or will there be any perceived cross EU Border interest for this requirement/project:		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Prepared by:	Seamus Crossey	Date Submitted:	13/09/2021
Validated by Assistant Director	Sign: <i>Jonathan McGilly</i> Date: 13/09/2021		
Director Approval:	Sign: _____ Date: 13/09/2021		
Committee Approval:	Date: ERT 13 th September 2021		
Council Approval	Date: Full Council 4 th October 2021		

Report to:	Enterprise Regeneration and Tourism Committee
Date of Meeting:	Monday 13 th September 2021
Subject:	Warrenpoint Front Shore Public Realm Scheme – Task and Finish Steering Group meeting held on 13/08/2021
Reporting Officer (Including Job Title):	Jonathan McGilly – Assistant Director Enterprise Employment & Regeneration.
Contact Officer (Including Job Title):	Seamus Crossey – Project Manager

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

For decision	x	For noting only
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1.0	Purpose and Background
1.1	<p><u>Purpose</u> To seek approval for the recommendations as set out in Section 3 of this report.</p> <p><u>Background</u> As discussed previously at the ERT committee, a Task and Finish Group made up of Crotlieve Councillors and Trader Reps has been assembled to take forward the proposed Warrenpoint Front Shore Public Realm Scheme.</p> <p>With Consultants AECOM appointed in 2020, they were commissioned to look at the overall extend of a potential scheme to see what could be proposed and was possible within the various sections running from Dock Street to Slieve Foy Place, along the Front Shore.</p> <p>Following acceptance of the original Concept Design proposals, the scheme proceeded through a Public Consultation Process, before getting ready for a planning application to be submitted in August 2021.</p> <p>The Meeting on the 13th August 2021, was an opportunity for the Task and Finish Steering Group to make any final comment on the main scheme prior to submission of the planning application, but also to see first sight of the proposals for a separate Warrenpoint Breakwater scheme, before they are issued for a public consultation process in September 2021.</p>
2.0	Key issues
2.1	<p>The presentation to the Task and Finish Committee highlighted the details that have been obtained on the Breakwater from discussions with DFI, WHA, and various Utilities & Council sections.</p> <p>The Project Board went through the Concept Proposals, examining key aspects such as the proposed Vendor/Kiosk Spaces, Bins, Seating, Lighting, Railings, Pathway Materials and Pedestrian Accessibility all of which were in need of attention.</p> <p>It was also acknowledged that the Breakwater should be included as part of the Interpretation Plan that was being produced for the overall Front Shore.</p>

	<p>Consultants confirmed that separate to the Consultation, other Diving and Site Investigation Surveys were being commissioned to feed into the overall design.</p> <p>To move forward with the Breakwater project, it is now important to proceed with a Public Consultation process, followed by consideration of views received in order to submit a Planning Application.</p> <p>A further meeting of the Task and Finish Committee will then be held to consider not only the views from the Public Consultation, but also consider the projected costs in advance of Economic Appraisals for both the main Front Shore Scheme and separate Breakwater Scheme being submitted.</p>
3.0	Recommendations
	<p>Accept the recommendations from Task & Finish Steering Group to:</p> <p>3.1 Accept the Breakwater Concept Design proposals as presented by AECOM, with inclusion of the suggested adjustments / amendments following consideration by the Task & Finish Steering Group and proceed to a Public Consultation Process and Planning Application thereafter.</p> <p>3.2 Council approve Business Case and Payments to DFI (£60,000) and BT (£20,000) for future elements of works as part of the overall scheme.</p>
4.0	Resource Implications
4.1	<p>Council have an available Capital Budget in 2020/21 (50k) and 2021/22 (130k) to cover ongoing costs of RIBA stages 1-3 of the project. In the next few weeks, an Economic Appraisal will be completed and submitted for the main Front Shore scheme and Breakwater Scheme for funding from DFC and Council. A separate report on this will be taken back to Council when ready.</p> <p>The anticipated costs of item 3.2 DFI (£60,000) and BT (£20,000) will only be paid once a Letter of Offer has been received from DFC.</p>
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
	Report of the Warrenpoint Front Shore Public Realm Scheme Task and Finish Steering Group meeting held on 13 th August 2021.
8.0	Background Documents
	N/A

Title of Working Group/Forum: Warrenpoint Front Shore Public Realm Scheme - Task and Finish Steering GroupDate/time/venue: Friday 13th August 2021 at 10am via Microsoft TeamsCllrs present: Cllr M Gibbons, Cllr D McAteer, Cllr J Tinnelly,Other Attending: Ms B Murphy (DFC), Mr R Preston (Consultants), Mr M Kelly (WBR Chamber)Chaired by: Cllr D McAteer Officers present: Mr J McGilly, Mr S Crossey, Ms B FlemingApologies for non-attendance: Cllr M Ruane

Agenda Item Number	Subject	Agreed way forward (if matter requires Committee/Council approval, a separate Report should be compiled and submitted to Committee)	Lead Officer	Actions taken/Progress to date	Remove from Action Sheet Y/N
1	Scheme Background	<ul style="list-style-type: none"> - S Crossey outlined that since the last meeting in June 2021, much had happened, with the project in regards preparing for a Planning Submission and Economic Appraisal. - He added that this meeting was very much about presenting the separate Breakwater Scheme Concept Design for consideration by the Task and Finish Committee, before it being issued for a Public Consultation process. 	S Crossey		N
2	Presentation by AECOM of the proposed Concept Design for the Warrenpoint Breakwater Upgrade Scheme	The presentation to the Task and Finish Committee highlighted the details that have been obtained from discussions with WHA, various utilities and other suppliers.	S Crossey	1.)_Accept the Breakwater Concept Design proposals as presented by AECOM, with inclusion of the suggested adjustments / amendments following consideration by the	N

		<p>Consultants took the Project Board through the Concept Design. Key aspects such as Bins, Seating, Lighting, Railings, Pathway Materials and Vender Kiosks were all highlighted as important elements of a future scheme.</p> <p>Other issues raised following the presentation discussed the urgent need for scheme costings to be known for an Economic Appraisal to be carried out, the tight timeframe for scheme delivery by 31st March 2022 and the need for Diving and Site Investigation Surveys to be carried out.</p>		<p>Task & Finish Steering Group and Proceed to a Public Consultation Process and Planning Application, thereafter.</p> <p>Proceed to carry out the respective Diving Survey, Site Investigation and Public Consultation Process.</p>	
3	Key Warrenpoint Breakwater Upgrade Scheme Items;	<ul style="list-style-type: none"> - WBR Chamber welcoming of the proposed scheme. - Officials outlined that the Kiosks being presented, were not something they would recommend having spoken to different departments. - Members made the point that Kiosks offer an opportunity in the current climate to transform the top of the Breakwater - Look at some type of partial Canopy Cover at a point along the space - Important that Interpretation Elements when designed are shared with the Task and Finish Steering 	S Crossey	<p>- Continue discussions with Warrenpoint Harbour Authority in regards future works to the Breakwater and current license/lease agreement arrangements.</p>	N

		<p>Group.</p> <ul style="list-style-type: none"> - Important to follow-up with WHA on the Lease issue and ask relevant Council section if there is any future role out extension of the CCTV in the Front Shore area. 			
4	Update on progress with the main Front Shore Public Realm Scheme	<ul style="list-style-type: none"> -Planning being submitted in mid/late-August 2021 for the main scheme -Pathway elements along the carriageway have not been included within the red line, but these areas will be done under the proposed scheme in partnership with DFI - Interpretation work ongoing and draft proposals will be shared with T&F steering committee once available - Agreement on Finalised scheme elements, except for the water feature given the expected cost, maintenance and infrequency of use. - Project Board, to begin to think of delivery programme to ensure that summer season/users are taken into consideration when on-site. 	S Crossey	<p>2.) Council approve Business Case and Payments to DFI and BT for future elements of works as part of the overall scheme.</p> <p>-_When complete an Economic Appraisal seeking Council match funding to be considered at a future Council meeting, in advance of formal submission to the Department For Communities.</p>	N
4	AOB		S Crossey	<p>-_Council Officials to ensure ongoing communication is issued to the local community throughout the planning and delivery phase of the scheme.</p>	N

Signed: ____Seamus Crossey (Project Manager - Lead Officer)

Report to:	Enterprise, Regeneration and Tourism Committee
Date of Meeting:	Monday 13 September 2021
Subject:	Warrenpoint Municipal Park – National Lottery Heritage Fund
Reporting Officer (Including Job Title):	Jonathan McGilly Assistant Director Enterprise, Employment & Regeneration
Contact Officer (Including Job Title):	Aveen McVeigh, Project Development Officer

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

For decision	x	For noting only
1.0	Purpose and Background	
1.1	<p><u>Purpose</u> To note and approve recommendations in 3.1 of this report.</p> <p><u>Background</u> Council received funding from National Lottery Heritage Fund (NLHF) in 2016 to restore built heritage of Warrenpoint Municipal Park. To date the Park has hosted a wide range of activities and events in the Park, schools and online. The project will close on 31 December 2021.</p>	
2.0	Key issues	
2.1	<p>Approved purposes of the Letter of Offer:</p> <p><i>Activities and Training</i></p> <p>Activities in the Park were reintroduced following easing of COVID-19 restrictions. The Park hosted World of Innovation for post primary school children over four Wednesdays during the summer. Mukesh Sharma, MBE D.L Trustee and Chair Northern Ireland Committee, visited Warrenpoint Municipal Park on Wednesday 18 August 2021 to meet participants.</p> <p>Tai Chi continues in the Park in September 2021.</p> <p>The Education Authority in partnership with NLHF project delivered a creative wellbeing programme with Warrenpoint Youth Forum in the Park.</p> <p>Warrenpoint Art Group hosted Art in the Park every Sunday in July and August in the Bandstand. The group formed following attending a workshop organised by the NLHF project.</p> <p>A series of online videos in partnership with The Friends of Warrenpoint Municipal Park, The Woodland Trust and RSBP were released via Council's social media platforms during the summer.</p>	

	<p>European Heritage Open Days 10-12 September 2021 To celebrate European Heritage Open Days volunteers delivered tours of Warrenpoint Park and a range of online videos of the Park were released.</p> <p>Tour guiding training took place during June 2021. 10 participants qualified with OCN Level Two Tour guiding.</p> <p>Activities and training will continue to project closure in December 2021.</p> <p>Landscape and authentic planting scheme A request has been submitted to NLHF to increase the budget allowance for a landscape and authentic planting scheme at the sea view entrance due to significant increase in costs of materials. No additional resources will be required from Council as there is underspend in the project due to the impact of COVID. NLHF has referred the decision to a landscape architect for review and decision and a decision is due in mid - September 2021.</p>
3.0	Recommendations
3.1	<ul style="list-style-type: none"> To note the Action Report from Steering Group meeting held on 26 August 2021. To approve a business case for a landscape scheme at the sea view entrance of the Park in anticipation of NLHF approving the plans and there is sufficient time left in project delivery. To appoint an artist to design an interpretative art piece and install it in the Park. The themes of the art piece will reflect the heritage and landscape of Warrenpoint Park and Town. To appoint a Horticultural / Arboricultural Consultancy to undertake a survey of Warrenpoint Municipal Park
4.0	Resource implications
4.1	<p>Funding is secured from NLHF 57% and NMDDC 43%.</p> <p>Business case £66,000 (£37,620 NLHF and £28,380 NMDDC).</p> <p>Interpretative art piece - Artist and installation £12,000 (£6,840 NLHF and £5,160 NMDDC).</p> <p>Horticultural / Arboricultural Consultancy £15,000 (£8,550 NLHF and £6,450 NMDDC).</p>
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>

	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	<p>Proposal initiating consultation</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</p>	<input type="checkbox"/>
	Consultation period will be 12 weeks	<input type="checkbox"/>
	Consultation period will be less than 12 weeks (rationale to be provided)	<input type="checkbox"/>
	<i>Rationale:</i>	
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</p>	<input type="checkbox"/>
	<p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs</p>	<input type="checkbox"/>
7.0	Appendices	
	Appx 1 - Action Report of the Steering Group of Warrenpoint Municipal Park National Lottery Heritage Fund Regeneration Project held on Thursday 26 August 2021.	
8.0	Background Documents	
	N/A	



**Action Report of the Steering Group of Warrenpoint Municipal Park
National Lottery Heritage Fund Regeneration Project held on
Thursday 26 August 2021 at 10.30 a.m.- MS Teams**

In attendance:

Councillors: Cllr Mark Gibbons (Chair)

Council Employees: Mrs Aveen McVeigh
Mr Rodney McBride

Others: Mr B McCalmont Old Warrenpoint Forum
Mr J Boylan Warrenpoint Heritage & Dev Group
Carina Smolka David Clarke Landscapes – *Item 5*
Interpretation

Apologies: Mr B Reilly Warrenpoint Heritage & Dev Group

	Action
1. Welcome and Apologies As above.	
2. Report of previous meeting Meeting was noted.	
3. Matters Arising/Action review All items were actioned or on the agenda	
4. Update on "Friends of" Group "Friends of" group have developed a guided tour of Warrenpoint Park. Tours will be provided as part of European Heritage Open Days weekend scheduled for 10-12 September 2021. As previously agreed NLHF project will fund the first year of the group's insurance premium.	The group to update the quote received to cover all activities that the group may deliver including walking tours
5. NLHF Project Update <ul style="list-style-type: none"> Chair - NLHF Visit Mukesh Sharma, MBE D.L Trustee and Chair Northern Ireland NLHF Committee, visited Warrenpoint Municipal Park on Wednesday 18 August 2021 when summer workshops for Digital Drawing, Flip A Clip animation and Acting Masterclass were being held. Summer activities – Art in the Park and World of Innovation Warrenpoint Art Group exhibited their work in the Bandstand every Sunday during the summer. The exhibition was a great success 	

and the group has expanded. The founding members of the group met at a NLHF Art Workshop held in the Pavilion Building. Four days of summer activities were hosted in the Park for post primary school children. The Bandstand was as an outdoor workshop for performing arts, including DJ and acting masterclasses. The Pavilion building was as a hub for crafts and digital art. The digital bus known as the "Art Cart" was the location for participants learning how to use innovative technology such as virtual reality and animation.

- AmmA Videos and Story

Videos have been released online over the summer to promote the heritage of the Park. AmmA Centre is finalising the images for the story associated with Warrenpoint Municipal Park and it is anticipated that a book will be printed and gifted to local schools.

- European Heritage Open Days – Tour

EHOD weekend is 10 – 12 September 2021. Guided tours will be offered on Saturday and Sunday (times to be confirmed). Places to be limited and booked via email.

- Autumn Training

An OCN Level 1 or 2 free training course will be provided via blended learning. The aim of the training is to encourage community involvement with the Park.

- Landscape and authentic planting scheme

The scheme was developed by The Paul Hogarth Company and an invite to quote was issued by Council, no returns were received. An invite to quote was issued via a Council framework and the cost submitted is above the budget. A request to NLHF has been submitted to increase the budget for the scheme. There is match funding in place, the scheme would be utilised underspend from other areas of the project.

- Student Placement update

Three recruitment processes were conducted, no appointments were made. Feedback was provided to the NLHF.

- Tour guiding

OCN Level Tour guiding course was conducted in June 2021. 10 participants completed the training, one participant has volunteered their time for future tours including EHOD.

- Warrenpoint Youth Forum

The Education Authority developed a programme using the heritage of Warrenpoint Municipal Park. The group utilised the Pavilion and the Park for the programme. A celebration event was held in July with the Friends of Group invited.

There is the potential of the Youth Forum to continue their programme in the Autumn.

- Collective Memory Project

Connections have been established with The Friendship Group regarding providing stories that would form part of a collective memory project.

Friends of Group to confirm times of tours.

To develop a business case for the scheme in anticipation of budget increase from NLHF. If the scheme progresses that the Daisy Hill Rose is included.

Council to investigate the potential of appointing a consultant to undertake a survey of the woody plants and producing a catalogue.

To share the project's promotional video via Council's social media channels.

To follow up with the Education Authority regarding an Autumn programme.

Officers to develop terms of reference to appoint a facilitator to assist with the collective memory project.

Officers to progress and an update brought to the next meeting.

<ul style="list-style-type: none"> • Competitions A time capsule could be placed in the Park during ground works if the planting scheme progresses. A competition could be organised for items to be included in the time capsule. A competition could be developed for residence of Warrenpoint and the surrounding area. • Project closure event The project will close on 31 December 2021. To mark the closure of the project an event will be organised for late November/early December. The event could coincide with Christmas light display in the Park. • Interpretation – Consultation – Carina Smolka – David Clarke Landscapes – Circle between play park and sea view entrance Carina Smolka from David Clarke Landscapes addressed the meeting to consult on themes for inclusion in an art piece in the Park. Themes brought forward include the Bandstand, the sea view landscape including the sun, rabbits and boats. Materials agreed include pebbles (approval to be sought to use if using local beach pebbles) and recycled glass. 	<p>Officers to progress and an update brought to the next meeting.</p> <p>An artist to be appointed to undertake the commission. The themes of the art piece will reflect the heritage and landscape of Warrenpoint Park and Town.</p>
<p>6. Any other business No other business recorded.</p>	
<p>7. Date of Next Meeting To be confirmed.</p>	

Report to:	Enterprise, Regeneration and Tourism Committee
Date of Meeting:	Monday 13 th September 2021
Subject:	Trade Engagement Opportunities
Reporting Officer (Including Job Title):	Andrew Patterson Assistant Director Tourism Culture and Events
Contact Officer (Including Job Title):	Michelle Boyle Head of Product Development and Visitor Experience

For decision	x	For noting only	
1.0	Purpose and Background		
1.1	<p><u>Purpose</u> To seek approval for the recommendation set out in section 3.1 of this report for a Council officer to attend tourism trade & consumer shows in conjunction with Tourism NI and Tourism Ireland to support the tourism industry in the recovery period from Covid-19.</p> <p><u>Background</u> With consumer and trade events reopening it is important that council attend these platforms to support the industry as we lead into the recovery period from Covid-19.</p>		
2.0	Key issues		
2.1	<p>Council will be attending the platforms with Tourism Northern Ireland and Tourism Ireland and will have space for one member of staff to attend. Engaging with tour operators is a vital part of the recovery to increase bed nights and to sell experiences on offer within the destination. As per of the Council's ongoing marketing activity the following trade/consumer shows represent an opportunity to showcase our district and to engage with both prospective visitors and inbound tour operators. All events are subject to latest Covid guidelines and number participating will be restricted</p> <p>International Golf Travel Market (IGTM) – Wales – October 2021 Flavours of Ireland – London – October 2021 World Travel Market – London – November 2021 Dublin holiday World – Dublin – January 2022 Celtic Connections – Glasgow – January 2022 Incoming Tour Operators Association Ireland Workshop Dublin TNI Meet the Buyer - Belfast NI Golf Tourism Convention – Venue TBC Golf Ireland Tourism Convention – Venue TBC Explore GB &NI – Venue TBC North American Golf Convention - Reno Tahoe GEM (Global European Marketplace) - London Offenbach B2B workshop – Germany Incoming Tour Operators Association Ireland Workshop - Belfast</p>		

	BIM (Britain & Ireland Marketplace) – London ITB Berlin Travel Show – Berlin Coach & Group operator workshop – Venue TBC European Outdoor activities workshop – Venue TBC ETOA City Fair - London
3.0	Recommendations
3.1	Approval for one Council officer to attend tourism trade & consumer shows in conjunction with Tourism NI and Tourism Ireland to support the tourism industry in the recovery period from Covid-19.
4.0	Resource implications
4.1	Budget requirement of £20,000 is profiled within ERT Departmental 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></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:	Enterprise Regeneration & Tourism Committee
Date of Meeting:	Monday 13 th September 2021
Subject:	External signage for Newry and Mourne Museum
Reporting Officer (Including Job Title):	Andrew Patterson Assistant Director ERT
Contact Officer (Including Job Title):	Noreen Cunningham Museum Curator

For decision	X	For noting only	
1.0			Purpose and Background
1.1			<p><u>Purpose</u> To seek approval for the recommendation set out in section 3.1 of this report to approve capital funding to install new signage at Newry & Mourne Museum.</p> <p><u>Background</u> There is no signage on, or near Newry & Mourne Museum building that identifies it as a 'Museum' and this is a major barrier for the Museum in connecting and engaging with people from all sections of society. This problem has been highlighted as a major issue by the Museum and is identified as such in its previous and current Forward Plans and by:</p> <ul style="list-style-type: none"> • Tourism Northern Ireland (which operates the Visitor Quality Grading Scheme) has highlighted lack of signage as a major impediment to letting visitors know about the Museum. • An Northern Ireland Museums Council Access Audit June 2021 concluded that any changes to signage should "<i>made as accessible as possible with clear print, sentence case and suitable visual contrast</i>". <p>The new signage will identify 'Newry and Mourne Museum' on the wall adjacent to the courtyard and on the gable wall adjacent to car park, on approach from Abbey Way.</p>
2.0			Key issues
2.1			<p>As the Castle is a protected Scheduled Monument, the Curator has liaised with Planning and Historic Environment Division (HED).</p> <p>HED visited the site on the 14th February 2020 and requested that the proposed wall signage on the Courtyard be reduced in size from 2m in height to 1.5m and that the wall signage be stencilled to ensure it is reversible.</p> <ul style="list-style-type: none"> • An application for Scheduled Monument Consent was submitted to HED and approved 6 May 2020.
3.0			Recommendations
3.1			Approval of capital funding to install new signage at Newry & Mourne Museum.

4.0	Resource implications
4.1	Capital budget requirement of £15,000.
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:	Enterprise Regeneration and Tourism Committee
Date of Meeting:	Monday 13 th September 2021
Subject:	Council sponsorship for Hospitality Exchange Conference
Reporting Officer (Including Job Title):	Andy Patterson Assistant Director of Tourism Culture and Events
Contact Officer (Including Job Title):	Michelle Boyle Head of Product Development and Visitor Experience

For decision	x	For noting only	
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1.0	Purpose and Background
1.1	<p><u>Purpose</u> To seek approval for the recommendation set out in section 3.1 of this report to provide support in the form of sponsorship for "Hospitality Exchange" conference and exhibition 2021.</p> <p><u>Background</u> This is Northern Ireland's largest conference and exhibition for the hospitality sector and is organised by the Northern Ireland Hotels Federation (NIHF). Hospitality Exchange is now in it's 22nd year. The event consists of a arrange of workshops and seminars on key topics, issues and challenges. It is the largest conference of it's kind in Northern Ireland. In previous years, Hospitality Exchange has attracted over 600 delegates over the course of two days with business leaders from the hotel and restaurant sector attending along with those from allied tourism industries and government agencies. The event I promoted to all those engage in the sector.</p>
2.0	Key issues
2.1	<p>Sponsorship presence at this event will build on the Council's brand recognition within the regional hospitality sector. The District has a growing reputation for improved product offering and investment in the sector.</p> <p>It is also a key opportunity for Council to be involved in a conference which will help support the industry at this challenging time.</p>
3.0	Recommendations
3.1	Approval of Council support in the form of sponsorship for "Hospitality Exchange" conference and exhibition 2021.
4.0	Resource implications
4.1	Sponsorship fee of £1,000 + VAT for the Hospitality Exchange conference and exhibition. The budget is available within existing ERT budgets

5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)	
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i> It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/>	
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please complete the following: The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/> The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/>	
5.3	<i>Proposal initiating consultation</i> 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"/> <input type="checkbox"/> Consultation period will be 12 weeks <input type="checkbox"/> Consultation period will be less than 12 weeks (rationale to be provided) <i>Rationale:</i>	<i>N/A</i>
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:	Enterprise, Regeneration and Tourism Committee
Date of Meeting:	Monday 13 th September 2021
Subject:	Consultation on Amendments to Part R of the Building Regulations – Changing Places Toilet Provision.
Reporting Officer (Including Job Title):	Colum Jackson Assistant Director of Building Control and Licensing
Contact Officer (Including Job Title):	Colum Jackson Assistant Director of Building Control and Licensing.

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<p><u>Purpose</u></p> <p>The Department of Finance are proposing to introduce amendments to Part R of the Building Regulation (NI) 2020 and have asked for the Councils response to their consultation. – Changing Places Toilet Provision. (CPT)</p> <p><u>Background</u></p> <p>The DoF have launched a consultation and are seeking the views of Council on amending the Technical Booklet R in relation to the above and the deadline for the response is the 20 Oct 2021.</p> <p>The consultation proposes an amendment to Part R (Access to and use of Buildings) associated technical guidance. The objective is to update the current guidance on the provision of CPT facilities, changing it to compliance guidance for sanitary accommodation standards, without imposing disproportionate bureaucracy and costs on building owners, developers and on Councils.</p>
2.0	Key issues.
2.1	<p>A changing Places Toilet (CPT) meets the needs of people with profound and multiple learning difficulties, as well as people with other physical disabilities such as spinal injuries, muscular dystrophy and multiple sclerosis. These toilets provide specific equipment including a height adjustable adult-sized changing table, a tracking hoist system, adequate space for a disabled person and up to two carers. These facilities enable people with complex care needs to take part in everyday activities such as travel, shopping family days out or attending a sporting event.</p> <p>The consultation will consider where a standard provision can reasonably be set for a new building or where a building is formed by a material change of use. The idea would be to set specific criteria for CPT facility provision, specifying the types of buildings where these facilities would be required based on size, capacity, or other factors which would trigger the CPT provision requirement.</p>

	<p>Officers have taken a balanced view in response to the questions posed within the consultation and have identified there are addition installation costs, ongoing maintenance costs and the additional space required to accommodate these facilities, while also considering the needs of the most vulnerable members of our community.</p>
3.0	Recommendations
3.1	To note the content of this report and support/approve the balanced response provided by officers in Appendix 2.
4.0	Resource implications
4.1	<p>The introduction of amendments to the Building Regulations will have resource implications for Building Control in relation to training our staff, Architects and Builders. Additional time taken to check applications for compliance at the Plan Checking stage and on site during the construction phase.</p> <p>There will be additional financial implications including installation costs and ongoing maintenance costs incurred by developers, building owners and Councils for the installation of CPT facilities.</p>
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 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>Proposal initiating consultation <i>This is a Department of Finance Consultation and the Council is a consultee.</i> <input type="checkbox"/></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)</p> <p>Rationale:</p>
6.0	<p>Due regard to Rural Needs (please tick all that apply) <i>This is a Department of Finance Consultation and the Council is a consultee.</i></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p>Appendices</p>
	<p>Appendix 1 – Copy of the Public Consultation from DoF. Appendix 2 – Copy of the response to the Consultation.</p>
8.0	<p>Background Documents</p>
	<p>N/A</p>



The Building Regulations (Northern Ireland) 2012

PUBLIC CONSULTATION DOCUMENT C.2

Consultation Proposals for amendment of Technical Booklet Guidance to Part R (Access to and use of buildings) – Changing Places Toilet Provision

July 2021

(closing date for receipt of responses is Wednesday 20 October 2021)

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AMENDMENTS TO TECHNICAL BOOKLET GUIDANCE TO PART R - CONSULTATION

1. BACKGROUND



Example of a Changing Places Toilet facility.

Image from Changing Places Consortium

CHANGING PLACES TOILETS (CPTs)

- 1.1 Changing Places Toilets (CPTs) meet the needs of people with profound and multiple learning disabilities, as well as people with other physical disabilities such as spinal injuries, muscular dystrophy and multiple sclerosis. These toilets provide specific equipment including a height adjustable adult-sized changing table, a tracking hoist system, adequate space for a disabled person and up to two carers, a peninsular WC with room either side and a safe and clean environment including tear off paper to cover the bench, a large waste bin and a non-slip floor. These facilities enable people with complex care needs to take part in everyday activities such as travel, shopping, family days out or attending a sporting event.
- 1.2 A standard-sized CPT facility as set out in BS 8300-2:2018, which is a room with a floor area of 12m² (3m wide and 4m long, with a ceiling height of 2.4m). A room of 3m x 4m gives a rectangular space to allow users and carers to move between each piece of equipment in the toilet.
- 1.3 It is important for a wheelchair user to be able to move in a wheelchair between each item and to have the space for up to two carers, to transfer or hoist the user

from the wheelchair on to the fold down bench or from the wheelchair on to the peninsular toilet, or from the toilet to the adjustable changing bench. These movements between sink, bench and toilet will vary given the size of the adult or child and the size of their wheelchair. Hoists lift (and lower) the user and ease manual handling for the carers. BS 8300 Part 2 new Code of Practice sets out CPT layout and fixtures detail standards.

- 1.4 A network of 42¹ CPT facilities exist across Northern Ireland but there is no current legislative requirements for their provision within buildings. The vast majority of these facilities were installed on a voluntary basis, or as part of ongoing property redevelopment initiatives in the Health Trust Estate.
- 1.5 There are over 1,600 Changing Places toilets across the UK, up from just 140 in 2007. Although the increase in numbers and action by forward looking building owners is to be welcomed, provision is still haphazard, and so we need to go further. This consultation seeks views on options to increase the provision of CPT facilities.



BUILDING REGULATIONS

- 1.6 The Department of Finance has policy responsibility for maintaining the Building Regulations.
- 1.7 The Building Regulations apply to most building work and are made principally to secure the health, safety, welfare and convenience of people in or about buildings, and the conservation of fuel and power, for the protection and enhancement of the environment and promotion of sustainable development.
- 1.8 Building regulations are only applicable at the time that building work takes place. Regulations do not apply retrospectively for existing buildings, because these should comply with the Regulations in force at the time they were built. Building regulations do not impose ongoing management requirements.

¹ As of June 2020 from Changing Place Toilet Map <https://changingplaces.uktoiletmap.org/>

- 1.9 The Regulations set mainly functional requirements and are supported by Technical Booklets giving statutory guidance, including performance standards and design provisions, relating to compliance with specific aspects of the Building Regulations for the more common building situations.
- 1.10 Part R (Access to and use of buildings) of the Building Regulations sets minimum access standards for all new buildings. These requirements are supported by statutory guidance in Technical Booklet R.
- 1.11 Northern Ireland building regulations do not require the provision of toilets for sanitary convenience, beyond that required for a dwelling (regulation 85 of Part P). Section 6 of Technical Booklet R the statutory technical guidance on the provisions for Part R, ensures that when sanitary accommodation and/or associated sanitary facilities are being provided in a building, these are no less available for disabled people than for non-disabled people. Therefore other legislation sets sanitary provision requirement for non-dwellings, where building regulations set the technical standards for those sanitary facilities to be accessible and inclusive.

BUILDING REGULATIONS CURRENT POSITION AND BS 8300 CPT DESIGN

- 1.12 The Building Regulations statutory guidance (Technical Booklet R: Access to and use of buildings: October 2012²) already sets out minimum standards for accessible toilets in new buildings used by public/employees. That includes standards for unisex wheelchair-accessible toilets with a corner WC (even in small buildings) and additional provision in larger buildings.
- 1.13 After consultation with MENCAP and other interested groups, Changing Places were referenced for the first time within the Northern Ireland Building Regulations Part R guidance in 2012 under the new Appendix A 'Informative – Facilities for people with profound and multiple learning disabilities' to Technical Booklet R. The Appendix points to information that will assist the designers in their developments, where they have opted to provide such a facility.
- 1.14 Therefore Appendix A is informative guidance as opposed to compliance guidance within Technical Booklet R.
- 1.15 The informative guidance within Appendix A also points to MENCAP for specialist advice or information provided by the Changing Places Campaign website (www.changing-places.org) on how to provide a new Changing Places toilet. It also refers to a British Standard BS 8300, which provides good practice guidance on the design of an accessible and inclusive built environment. This standard was updated in January 2018 and guidance on Changing Places toilets is now in Clause 18.6 (along with supporting Annexes) of the new "BS 8300-2:2018 Design of an accessible and inclusive built environment. Buildings. Code of practice".
- 1.16 The BS 8300-2 guidance includes recommendations on the types of building within which a CPT facility should be considered. This list recognises the benefits of provision in buildings that are open to the public, have a managed environment and

²<https://www.finance-ni.gov.uk/sites/default/files/publications/dfp/Technical-booklet-R-Access-to-and-use-of-buildings-October-2012.pdf>

will generally have consistent opening hours when the facility can be accessed. The list includes examples of buildings visited by the public, commercial premises, buildings associated with the transport network and larger 'destination' buildings.

- 1.17 Interested groups and individuals have asked Government to follow this list and use this as the starting point for statutory provision.

The following extract from BS 8300-2: 2018 (Code of Practice, text is copyright BSI, 2020) illustrates this;

Changing Places toilets should be provided in buildings and complexes such as:

- a) major transport termini or interchanges, e.g. large railway stations and airports;
- b) motorway services;
- c) sport and leisure facilities, including large hotels;
- d) cultural centres, e.g. museums, concert halls and art galleries, and faith centres;
- e) stadia and large auditoria;
- f) large commercial retail premises and shopping centres;
- g) key buildings within town centres, e.g. town halls, civic centres and main public libraries;
- h) educational establishments;
- i) health facilities, such as hospitals, health centres and community practices;
- j) other visitor attractions, such as theme parks, monitored beaches and parks.

- 1.18 Nonetheless the Changing Places information along with the BS 8300 Changing Places design standard referenced in Appendix A, is currently good practice guidance, not a specified standard for compliance within TBR statutory guidance.

2. THE CONSIDERATIONS FOR CPT PROVISION

OBJECTIVES

- 2.1 In this consultation we are seeking to determine through statutory guidance, a standard for CPT provision, to ensure specific new/relevant large buildings commonly used by the public, are fitted with accessible sanitary facilities for people with complex and multiple disabilities – see para 1.1 (in addition to accessible toilet facilities), in a properly targeted proportionate manner and thus enhancing equality and inclusion within the building environment.
- 2.2 The overall objective of the amendment is to update the current advisory guidance on the provision of CPT facilities, changing it into compliance guidance for sanitary accommodation standards, under the existing Part R requirements of building regulations, without imposing disproportionate bureaucracy and costs on building owners, developers or on district councils whose role it is to enforce building regulations.
- 2.3 In June the Finance Minister Conor Murphy asked the Department's Building Standards Branch (BSB) to start work to introduce a requirement into building regulation for the provision of CPT facilities, as soon as possible. This consultation will seek to present proposals on this new provision for public stakeholder engagement. There are a total of six questions in the consultation. Please only answer those that are most relevant and important to you.

PROPOSALS FOR DEVELOPMENT OF CURRENT POSITION

- 2.4 In developing proposals the Department has been in continued liaison with the Technical Policy Division of the Ministry of Housing Communities and Local Government (MHCLG who are responsible for England's Building Regulations), on their development of a new CPT mandatory standard proposed within their building regulations, whilst being mindful of their Building Act's Primary legislative sanitary appliance requirements. July 2020 saw their publication of an amended guidance document ADM Volume 2 (applicable from January 2021) without the need for specific regulation.
- 2.5 The Department has also considered the development in Scottish Building Standards, of a CPT standard and their determination that provision for CPTs can be made without the need to amend the relevant mandatory standard. October 2019 saw Scottish Building Standards introduction of guidance on the circumstances where a CPT facility should be provided, the form that accommodation should take and the in scope buildings targeted in a proportionate manner. The Department is also mindful of the new CPT facility Scottish Planning legislation 'Town and Country Planning (Changing Places Toilet Facilities) (Scotland) Regulations 2020' (which came into force 20th May 2020).
- 2.6 The 2019 England Changing Places toilet policy Consultation considered the range of in scope new/relevant buildings further, to define the focus in a targeted and proportionate manner. The Consultation has also tested the costs originally derived from research undertaken for previous building regulations reviews, and from the

Scottish Government building Standards CPT Consultation. The England Consultation also determined the need for further ergonomic research to establish whether a smaller 3x3m (9m²) toilet is feasible for a user of modern wheelchairs, two carers and associated equipment to be provided in existing buildings.

- 2.7 The Department's proposals have been informed by the other UK regions in their determination that the provision of CPT facilities, should be set as an accessible sanitary accommodation standard within building regulations statutory guidance, where that guidance defines in scope new/relevant large buildings commonly used by public, setting targets and proportionate triggers for those buildings.
- 2.8 In developing a proposal on a standard for CPT facility provision under the Building Regulations, we have considered (based upon current good practice guidance) where a standard of provision can reasonably be set for new building or where a building undergoes a material change of use. Technical Booklet R sanitary accommodation standards will in addition set standard criteria for CPT facility provision, specifying the types of buildings where facilities would be required as well as size, capacity or other factors which would trigger CPT provision.
- 2.9 In determining the triggers for when a CPT facility would be required, we did not consider it appropriate to set a blanket size trigger for all types of buildings commonly used by the public. A blanket size trigger would not capture the varying types of buildings/developments we think should include CPT facilities.
- 2.10 Therefore, we have used a differentiated approach with a mix of triggers (including size, and capacity) depending on the type of building. Using only a size trigger could exclude certain buildings, which should include CPT facilities. For some buildings such as shopping centres, we consider a size trigger appropriate. In others, such as a cinema or theatre, a seating capacity is a more appropriate trigger to ensure we capture those that will be visited for a certain period of time by larger numbers of people. For a few buildings there is no trigger, so all these types of buildings would be captured – e.g. hospitals, cemetery buildings.
- 2.11 Size of buildings is described by the gross internal area of a building (i.e. the footprint of the building excluding the width of the outside walls but including areas occupied by internal walls, columns and partitions). The length in metres times the width in metres gives the area. The capacity of a building is derived from the combined total of a building's publicly accessible facilities – alternatively the capacity number may be taken as the number of fixed seats provided, where the occupants of the building would normally be seated.
- 2.12 As far as it is possible, we have aimed to use triggers that are measurable by District Council Building Control. Size and capacity are tangible measures for example, and we propose to use these in most cases.
- 2.13 Based on GB Post Consultation conclusions, we consider the subsequent informed list of buildings/developments to be proportionate and practical. In setting size triggers for those in scope buildings/developments, England's Post Consultation wider-catch targeting is proposed;
 - a) for assembly, entertainment & recreation buildings with a capacity for 350 or more people; or a collection of smaller buildings associated with a site used

- for assembly, recreation or entertainment, such as zoos, theme parks and venues for sports and exhibitions, with a capacity of 2000 people or more;
- b) for shopping centres/malls or retail parks with a gross floor area of 30,000m² or more;
- c) for retail premises with a gross floor area of 2500m² or more;
- d) for sport and leisure buildings with a gross floor area over 5000m²;
- e) for hospitals and primary care centres, &;
- f) for cemetery & crematoria buildings.

Similarly, the adjusted listings have informed our proposals in defining assembly, entertainment & recreation buildings, capturing;

- Amusement arcades;
- Art galleries;
- Cinemas;
- Concert halls;
- Conference centres;
- Further education colleges;
- Hotels that provide function, sport or leisure facilities;
- Libraries open to the public;
- Motorway service areas;
- Museums;
- Places of worship;
- Theatres;
- University buildings open to the public.

Or any other buildings or sites as defined by these thresholds, which are open to the public and used for the purpose of assembly, entertainment or recreation.

- 2.14 All transport providers have duties under disability discrimination law in relation to transport infrastructure such as their buildings (and associated facilities such as accessible sanitary accommodation provision). The NI Equality Commission's Code of Practice on the Provision and Use of Transport Vehicles and Code of Practice on Rights of Access, Goods, Facilities, Services and Premises - provide guidance and a full explanation of the legal duties on transport providers. Transport licensing regulators for Railway or Aviation infrastructure, may also set accessible sanitary accommodation requirements as part of the licensing arrangements.
- 2.15 The expectation (in England) would be that transport termini or interchanges with an estimated or actual footfall of at least 10 million per annum would install CPT facilities, where they are newly built or subject to material change of use. Nonetheless the provision of any CPT facility for transport patrons, has primarily to determine if the transport system actually caters for the transport of customers with complex and multiple disabilities... is their vehicle stock designed to safely accommodate specialised wheelchair seated passengers? This service aspect is beyond the scope of building regulations, therefore any associated infrastructure sanitary provisions would have to be determined by the Transport licensing authorities - who determine if the transport carriages are licensed to safely carry specialised wheelchair seated passengers.

3. CONSULTATION PACKAGE – CONTENTS AND RESPONSE

- 3.1 This consultation has been issued by the Department of Finance, which has responsibility for maintaining the Building Regulations for Northern Ireland. This document, together with the other consultation documents, is available online at:

<https://www.finance-ni.gov.uk/consultations>

The consultation documents are:

- Consultation Document
- Regulatory Impact Assessment (Draft for Consultation)
- Technical Booklet R (draft): Access to and use of buildings

- 3.2 We look forward to receiving your comments and views concerning any of the proposals contained in this consultation. We ask you to exercise care and refrain from the inclusion of any potentially defamatory material as it is our intention to publish responses on the Departments website. We will not publish the names or contact details of respondents, but will include the names of organisations responding.

We would encourage you to respond to the consultation using the on-line facility on [Citizen Space](#), accessible via NI Direct.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

- 3.3 If you require a hard copy of this consultation document or have any other enquiries please email your request to info.bru@finance-ni.gov.uk or you can write to us at:

Consultation Co-ordinator
Department of Finance
Building Standards Branch
6th Floor
Goodwood House
44 - 58 May Street
Belfast
BT1 4NN

The Department will consider all the responses to this consultation received on or before the closing date, which is 20 October 2021.

Submissions made after this date cannot be considered.

NEXT STEPS IN THE CONSULTATION PROCESS

- 3.4 Where respondents have given permission for their response to be made public, and after we have checked that they do not contain personal information or product names, responses will be made available to the public at <https://www.finance-ni.gov.uk/publications>. If you use the consultation hub, citizen space to respond, you will receive a copy of your response via email.
- 3.5 We may also wish to make responses to this consultation available to the Northern Ireland Assembly and for public inspection at the Building Standards Branch office.
- 3.6 Following the closing date, all responses will be analysed and the Department will publish a summary of responses to the consultation.
- 3.7 All information will be handled in accordance with the General Data Protection Regulations.

CONFIDENTIALITY AND DATA MANAGEMENT

- 3.8 If you ask for your response to be regarded as confidential and not to be published, you will be asked to explain to us why you regard the information you have provided as confidential.
- 3.9 Information provided in response to this consultation, including personal data (see Annex A), will be published or disclosed in accordance with the access to information regimes (These are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection ACT 2018 (DPA), the EU General Data Protection Regulation, and the Environmental Information Regulations 2004. If we receive a request for disclosure of confidential information, we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances.
- 3.10 The Department of Finance will process your personal data in accordance with the law and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties. A full privacy notice is included at Annex A.

Are you satisfied that this consultation has followed the Consultation Principles? If not or you have any other observations about how we can improve the process please contact us at info.bru@finance-ni.gov.uk or write to the following address:

Building Standards Branch
Department of Finance
6th Floor
Goodwood House
44 - 58 May Street
Belfast
BT1 4NN

4. PROPOSALS TO AMEND TECHNICAL GUIDANCE TO THE BUILDING REGULATIONS (NORTHERN IRELAND) 2012 –

PART R STATUTORY GUIDANCE STANDARD FOR CHANGING PLACES TOILET (CPT) FACILITIES PROVISION

REGULATIONS

- 4.1 The Department's proposals have been informed by outcomes in other UK regions, where provision for CPTs can be made without the need to amend the relevant regulations - in Northern Ireland Building Regulations, that relevant regulation being regulation 91 'Access and use' for people to have access to, into, within and to use a building and its facilities (in this instance sanitary facilities).
- 4.2 Part R (Access to and Use of Buildings) of the Building Regulations sets minimum access standards for all new buildings. These requirements are supported by statutory guidance in Technical Booklet R. The Technical Booklet sets out performance standards and design provisions - a way in which new building work, or material change of use or extensions to buildings, dwellings and workplaces in most common situations should make reasonable provision for accessibility.
- 4.3 CPT facilities were referenced for the first time within Northern Ireland Building Regulations Part R guidance in 2012 under the new Appendix A "Informative – Facilities for people with profound and multiple learning disabilities" to Technical Booklet R. However Appendix A is informative guidance as opposed to compliance guidance within Technical Booklet R.
- 4.4 Northern Ireland building regulations do not mandate the provision of toilets for sanitary convenience, beyond that required for a dwelling. Sanitary requirements for buildings other than dwellings are set by other legislation, where building regulations set technical standards for those sanitary facilities to be accessible and inclusive, within Section 6 of Technical Booklet R compliance guidance. Therefore regulation amendment is not necessary, rather a standard for CPT facilities provision needs to be included, in addition to the current accessible sanitary provision standards within the statutory guidance.

Q1: Do you support the proposal to introduce criteria for Changing Places Toilets (CPT) facilities provision (in addition to the current accessible sanitary provisions), in certain buildings through building regulations statutory guidance?

TECHNICAL BOOKLET

- 4.5 The Department proposes to amend the statutory guidance in Technical Booklet R on "Sanitary accommodation and associated sanitary facilities in buildings other than dwellings" (Section 6), updating the current accessible and usable performance criteria for accessible sanitary provision standards to include relevant criteria for where a CPT facility should be provided in certain buildings.

- 4.6 The Department intends to publish a Draft Amendment Slip to Technical Booklet R, with the guidance in the Amendment Slip addressing Section 6, to;
- a) Include a CPT facility provision standard within the accessible sanitary accommodation standards to Part R of the Building Regulations statutory guidance, having removed Appendix A Informative guidance on CPT facilities;
 - b) Define in scope new/relevant large buildings commonly used by public, such as shopping centres, retail premises, sports/leisure buildings, hospitals/primary care buildings, cemetery/crematorium buildings and more specifically places of assembly, entertainment and recreation;
 - c) Set criteria for the defined in scope buildings, to trigger CPT provision based on variables such as the building function and its people capacity or gross floor area; and
 - d) Identify further specialist guidance sources on specific aspects of CPT facility layout and equipment, available from;
 - the Changing Places consortium campaign website;
 - BS 8300-2:2018 Clause 18.6 guidance, diagram 48 as well as Annexes F and G
- 4.7 The Department welcomes views on the draft Consultation version TBR (also see Annex B Draft Amendment slip) – particularly whether it would be helpful to include any other information.
- Q2: Do you agree with the defined in scope/relevant types of large buildings commonly used by the public, where a CPT facility should be provided for a new building or where a building is formed by a material change of use?**
- Q3: Do you agree with the set criteria (the building function, its people capacity or gross floor area) for the defined in scope/relevant buildings?**
- Q4: The Department acknowledges that there may be complexities associated with CPT provision in existing buildings undertaking extension or alteration works, but would welcome further views and supporting evidence. Do you agree with the Department on the need for further supporting evidence and can you provide such, regarding CPT retro-fit installation to existing buildings undertaking extension or alteration works?**

DRAFT REGULATORY IMPACT ASSESSMENT

- 4.8 The Department intends to publish a consultation stage DRAFT Regulatory Impact Assessment (RIA) alongside this consultation paper. In summary:
- a) The impact assesses the proposed inclusion of a CPT facility provision standard in addition to accessible toilet provision, by amendment to the associated Technical Booklet R statutory guidance on "Sanitary

accommodation". It will mean moving the current CPT guidance status from advisory to that of a being a compliance standard – setting criteria and triggers for in scope new/relevant buildings, where a CPT facility should be provided.

- b) The provision standard will specifically define in scope new/relevant large buildings by, listing the targeted types of buildings commonly used by the public (formed by new build or material change of use). The criteria will also set triggers for CPT provision based on variables such as the building function and its people capacity or gross floor area.
- c) The analysis compares the amendment (Option 2) against the option of doing nothing (Option 1).
- d) Option 1 was not considered valid as it would not set a clear compliance standard for CPT provision.
- e) Option 2 may result in an overall cost implication however, this option targets new/relevant large building types, whilst setting clear criteria in a proportionate manner via defined triggers.
- f) It is anticipated at this stage, that there will be a minimal cost impact given that the guidance change is targeted at large new build or material change of use buildings (commonly used by public), where this type of building development is less frequent in Northern Ireland. The current pandemic may also effect the development of these targeted new/relevant buildings.
- g) The amendments apply to relevant large buildings (where building regulations apply) and therefore have an effect on the major developments construction sector, developers, Building Control professionals etc. The Rural Needs Act (NI) 2016 requirements considered, will not be adversely impacted, where building regulations objective in this matter is to make sanitary provision more inclusive, in relevant buildings whether rural or urban based. This policy does not determine the locality for a building or locality for any type of buildings.
- h) The Department does not expect an Environmental Impact from the preferred Option to affect the wider environment outside the relevant buildings, and it will not result in additional greenhouse gases being emitted.
- i) The preferred Option is primarily focussed on improved equality and inclusion, to address a known need within our population/communities. This amendment under Section 75 equality categories (disabled and old people) will have a positive effect on those peoples equality of opportunity. Increasing provision will bring a number of non-monetised social benefits enabling more people with complex care needs to take part in everyday activities – with significant quality of life benefits for both disabled people and their carers.

4.9 The Department welcomes views on the draft RIA – particularly further evidence to inform the analysis/principal assumptions, costs and impacts.

Q5: Do you agree with the analysis/principal assumptions, costs and impacts set out in the Part R consultation stage RIA?

ADDITIONAL COMMENTS

4.10 The Department encourages consultees to respond on any aspects of the proposals, therefore the last question is completely open to enable consultees to make suggestions or observations on relevant issues that are not addressed by answering the preceding questions.

Q6: Have you any additional comments on the proposals you wish to provide?

TIMING AND NEXT STEPS

4.11 The Department proposes that these amendments to the Technical Booklet should come into operation some 6 months after the response to public consultation.

Annex A

Personal data

The following is to explain your rights and give you the information you are entitled to under the Data Protection Act 2018.

Note that this section only refers to your personal data (your name address and anything that could be used to identify you personally), not the content of your response to the consultation.

1. The identity of the data controller and contact details of our Data Protection Officer

The Department of Finance (DoF) is the data controller. The Data Protection Officer can be contacted as follows:

Data Protection Officer
Department of Finance
Room 23, Dundonald House
Upper Newtownards Road
Belfast
BT4 3SB

Tel: 028 9052 4961

Email: dataprotectionofficer@finance-ni.gov.uk

2. Why we are collecting your personal data

Your personal data is being collected as an essential part of the consultation process, so that we can contact you regarding your response and for statistical purposes. We may also use it to contact you about related matters.

3. Our legal basis for processing your personal data

The Data Protection Act 2018 states that, as a government department, DoF may process personal data as necessary for the effective performance of a task carried out in the public interest. i.e. a consultation. In addition to the statutory requirement in the Building Order to consult on building regulations matters there is an expectation of appropriate public consultation on substantive changes to the Building Regulations.

4. For how long we will keep your personal data, or criteria used to determine the retention period.

Your personal data will be held for two years from the closure of the consultation.

5. Your rights, e.g. access, rectification, erasure

The data we are collecting is your personal data, and you have considerable say over what happens to it. You have the right:

- a. to see what data we have about you
- b. to ask us to stop using your data, but keep it on record
- c. to ask to have all or some of your data deleted or corrected

d. to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with the law. You can contact the ICO at <https://ico.org.uk/>, or telephone 0303 123 1113.

Annex B

DRAFT TBR AMENDMENT SLIP - PROPOSED AMENDMENTS

Contents

Page 3

Appendix A

Delete the title “**Appendix A: Informative – Facilities for people with profound and multiple learning disabilities 77**”

Section 6 Sanitary accommodation and associated sanitary facilities in buildings other than dwellings

Page 51

Sanitary accommodation

Delete the second paragraph to 6.11 and replace with:

“The provision of an enlarged cubicle in a separate sex toilet washroom can benefit ambulant people who have a disability, people with assistance dogs, as well as people with children and people (e.g. those with luggage) who need an enlarged space. In large building developments (see paragraph 6.14A) an enlarged unisex toilet incorporating an adult changing table is desirable. Changing Places toilets, facilities designed for individuals with complex and multiple impairments who may require the help of up to two assistants, should be provided in addition to any wheelchair accessible unisex toilet facilities and baby changing provision (where provided). Further guidance on layout and equipment is available from the Changing Places Consortium campaign website (www.changing-places.org) and by reference to guidance in Clause 18.6, diagram 48 and Annexes F and G of BS 8300-2: 2018.”

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Sanitary accommodation

After paragraph 6.14 insert new paragraph 6.14A:

“6.14A At least one Changing Places toilet should be provided in the following types of building:

- (a) assembly, entertainment and recreation buildings (see Note) with a capacity of 350 people or more; or a collection of smaller buildings associated with a site used for assembly, entertainment and recreation, such as theme parks, zoos and venues for sport and exhibitions, with a capacity of 2000 people or more;
- (b) shopping centres/malls, or retail parks with a gross floor area of 30,000 m² or more;
- (c) retail premises with a gross floor area of 2500 m² or more;
- (d) leisure and sport buildings with a gross floor area of 5000 m² or more;
- (e) hospitals and primary care centres;

(f) cemetery and crematorium buildings. "

Page 52

Sanitary accommodation

After new paragraph 6.14A insert new paragraph Note:

"Note: Assembly, entertainment and recreation buildings can be defined as buildings such as;

- (i) amusement arcades;
- (ii) art galleries;
- (iii) cinemas;
- (iv) concert halls;
- (v) conference centres;
- (vi) further education colleges;
- (vii) hotels that provide function, leisure and sport facilities;
- (viii) libraries open to the public;
- (ix) motorway service areas;
- (x) museums;
- (xi) places of worship;
- (xii) theatres;
- (xiii) university buildings open to the public;

or any other buildings or sites as defined by these thresholds, which are open to the public and used for the purposes of assembly, entertainment or recreation. Capacities should be derived from the combined total of a building's publicly accessible facilities.

Alternatively, the capacity number may be derived from the number of fixed seats provided, if the occupants of the building will normally be seated. Technical Booklet E provides a method of estimating the capacity of a building where this is not known."

Appendix A: Informative – Facilities for people with profound and multiple learning disabilities

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Delete Appendix A Heading.

Delete all associated paragraphs to Appendix A.

Appendix B: Publications referred to

Page 77

After publication **BS 8300: 2009+A1: 2010** insert new publication reference:

"**BS 8300-2: 2018** Design of an accessible and inclusive built environment. Part 2 Buildings - Code of practice"

NMDDC Draft Response

Draft Response to the Consultation on Amendments to the Technical Booklet R (Access to and Use of Buildings) – Changing Places Toilet Provision.

Q1 Do you support the proposal to introduce criteria for Changing Places Toilets (CPT) facilities provision (in addition to the current accessible sanitary provisions), in certain buildings through building regulations statutory guidance?

The Council is supportive of introducing measures that will enhance access and inclusiveness to all areas of the District including Buildings in principle for all people with disabilities.

As set out within our Equality Scheme we remain committed to ensuring the services we provide are fully accessible to all parts of the community and keep our arrangements under review to ensure that this remains the case. In addition, we continue to be mindful of our statutory disability duties to promote positive attitudes towards disabled people and encourage participation by disabled people in public life.

The Council would comment that the introduction of CPT provision is through the Technical Booklet guidance and as such, there are no changes proposed to the Building Regulations. In practice, this maintains the 'status quo' in-so-far-as this guidance will only apply if sanitary facilities are being provided and that there is no mandatory requirement on building owners to provide facilities. The Council would suggest that in association with these guidance changes, an amendment to Building Regulations should be considered to impose requirements to provide sanitary facility requirements on building owners to permit their use by visitors and staff to certain buildings.

Q2 Do you agree with the defined in scope/relevant types of large buildings commonly used by the public, where a CPT facility should be provided for a new building or where a building is formed by a material change of use?

The Council in broad terms is supportive of the proposed list of building types as listed. However, the Council has concerns regarding the interpretation of some of the applications to which this list refers. BS 8300 outlines other visitor attractions, such as theme parks, monitored beaches and parks which under the proposed list to be introduced into Technical Booklet R is transposed into 'other buildings or sites as defined by these thresholds, which are open to the public and used for the purpose of assembly, entertainment or recreation'. The Council would ask the Department to clarify if sites such as Caravan parks, Council owned parks/forests with small/limited sanitary provisions, supervised beaches etc. are considered as 'sites' and as such will be subject to this guidance and if so, how are the number criteria/triggers to be applied? The Council also has concerns that if CPTs are to be applied to these types of sites, there is a considerable burden both in terms of capital spend, staffing (supervision, access, cleaning and closing up) and on-going costs associated with CPT provision that their introduction may result in negative decisions being taken, i.e. easier and cheaper to provide no sanitary facilities.

Q3 Do you agree with the set criteria (the building function, its people capacity or gross floor area) for the defined in scope/relevant buildings?

The Council considers the proposed criteria as acceptable triggers. The Council would ask the Department to also consider a proximity trigger on top of those proposed. For example, The Council or a building owner may own or consider building/changing the use of a building a number of buildings in close proximity to each other all or some of which may trigger the requirement to provide CPT facilities. Given the costs involved and the limited use these facilities have had (from our own experience), the Council would suggest that where they have an existing facility within a 2 mile radius (or whatever radius the Department considers appropriate) there should be no requirement to provide an additional CPT facility in the new premises or the premises undergoing a change of use.

Q4 The Department acknowledges that there may be complexities associated with CPT provision in existing buildings undertaking extension or alteration works, but would welcome further views and supporting evidence. Do you agree with the Department on the need for further supporting evidence and can you provide such, regarding CPT retro-fit installation to existing buildings undertaking extension or alteration works?

The Council has provided a number of CPT facilities both in new build and in Council owned buildings that have undergone a change of use and have been extended. While there have been difficulties in providing these facilities such as finding a suitable room of the size and layout required for a CPT Facility, these facilities have either never been used for their intended purposes or have had very limited use as confirmed by the Councils' estates department.

While the Council were able to provide a CPT facility in the Building that was subject to the change of use and extension, in relation to suitable construction to support the installation of a track hoist, the existing building structure was of concrete floors that were able to support the additional loadings and fixings required and did not in this instance have to retrospectively enhance the existing structure to enable the track and hoist to be fitted. There are still on-going costs associated with the provision of this facility in that the hoist has to be tested and certified each year and the shower washing facility to the 'bed' has to be tested for legionella on a regular basis.

Q5 Do you agree with the analysis/principal assumptions, costs and impacts set out in Part R consultation stage RIA?

It is the Councils' opinion that the costs have been understated regarding on-going costs to Building Control. It is stated that there is only a transitional cost in year 1 to Building Control which would be to cover training of Building Control Staff (and of its Customers), but there is also a cost year on year in assessing Building Regulations Applications firstly, to determine if any criteria triggers are hit and secondly, in assessing plans for compliance and inspecting these works on site for compliance.

Q6 Have you any additional comments on the proposals you wish to provide?

The Council remains supportive of any inclusive measures for disabled people in the community but would caution an incremental approach to the introduction of CPT facilities due to the capital and recurrent costs with some sectors like Councils and other non-profit organisations (such as the arts sector) bearing a disproportionate burden on providing these facilities.

Report to:	Enterprise, Regeneration and Tourism Committee
Date of Meeting:	Monday 13 th September 2021
Subject:	Financial Assistance for Tourism & Arts Events
Reporting Officer	Andrew Patterson Assistant Director Tourism, Culture and Events
Contact Officer	Andrew Patterson Assistant Director Tourism, Culture and Events

For decision	For noting only	X
1.0	Purpose and Background	
1.1	<p><u>Purpose:</u> To note the contents of this paper on Financial Assistance grant funding to support Tourism and Arts Festivals and Events that are being planned in the remainder of 2021/22.</p> <p><u>Background:</u> Council approval was granted to utilise Covid recovery funding to open a Financial Assistance call to support Tourism and Arts Festivals and Events that are being planned for delivery from Autumn to the end of the financial year. Officers are currently preparing to open the fund.</p>	
2.0	Key issues	
2.1	<p>The fund will be open on a rolling basis for applications from September 2021 for the delivery of events by 31st March 2022. Applications will be assessed via the Council's Financial Assistance grant process. Grant awards of up to 75% of project costs, with a maximum grant award of £15,000 per applicant, will be approved by the Director of Economic Regeneration & Tourism under delegated authority. Information on the total grant awards made will be tabled at ERT Committee in due course.</p> <p>All applicants will need to demonstrate adherence to Covid regulations via the submission of detailed event management plans, risk assessments and public liability insurance, etc. Applicants will be expected to work with statutory agencies and Council officers in the safe delivery of their events.</p>	
3.0	Recommendations	
3.1	To note the contents of this paper on Financial Assistance grant funding to support Tourism and Arts Festivals and Events that are being planned in the remainder of 2021/22.	
4.0	Resource implications	

4.1	Total budget of £150,000 has been profiled for financial assistance of Tourism and Arts Events within current ERT departmental budgets. Total grant award will be subject to the appraisal 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>	N/a
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	

	<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:	Enterprise, Regeneration and Tourism Committee
Date of Meeting:	Monday 13 September 2021
Subject:	Castlewellan Forest Park
Reporting Officer (Including Job Title):	Jonathan McGilly – Assistant Director Enterprise, Employment & Regeneration
Contact Officer (Including Job Title):	Aveen McVeigh - Project Development Officer

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

For decision	<input type="checkbox"/>	For noting only	<input checked="" type="checkbox"/>
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1.0	Purpose and Background
1.1	<p><u>Purpose</u> To note the contents of the Report.</p> <p><u>Background</u> Council has been progressing the vision to create a heritage led destination at Castlewellan Forest Park by connecting people with the natural and built heritage of the historic Demesne with several stakeholders.</p> <p><u>DAERA</u> Council is in receipt of a LoO from DAERA for £500,000 for the construction and restoration of several historic structures at the Bothy Yard and to improve access. A licence agreement has been agreed with Forest Service and a contractor is onsite.</p> <p><u>NLHF (National Lottery Heritage Fund)</u> Council is in receipt of an award for partnership funding of £2,695,700. The project will create a heritage-led destination at Castlewellan Historic Demesne, to connect people with their built and natural heritage, celebrate and protect biodiversity, develop the Grange into a visitor hub and restore the walled garden as a living arboretum.</p>
2.0	Key issues
2.1	<p><u>DAERA</u> An extension to the Letter of Offer was granted by DAERA to 31 January 2022 from 31 August 2021. The contractor is due to complete on 22 October 2021 however due to industry pressures there have been several delays. Several compensations events for the project have been incurred due to historic nature of the works.</p> <p><u>NLHF</u> Council has been awarded £2,695,700.00 to create a heritage-led destination at Castlewellan Historic Demesne. This funding award represents 49% of total project costs. Total project cost is £ 5,513,452.</p>

	<p>A permission to start will not be granted by NLHF until a lease is signed and planning permission approved. NLHF welcomes a "phased permission to start" to enable works to commence. A phased permission to start will concentrate on works in the Walled Garden and The Terrace with an associated budget of £350,000. This is part funded by the NLHF and Council, there is provision in the capital plan. It is envisaged that the works will be undertaken by one contractor and managed by the current Integrated Design Team. A horticulturist will be engaged to oversee the landscape works.</p> <p>Planning and Listed Building Consent applications were validated on 26th May 2021. Consultation is ongoing with HED, DfI Roads and Rivers. The Integrated Design Team (project manager, engineers and architect) will continue to manage the project from RIBA Stage 4-6.</p> <p><u>Lease</u> A draft lease has been agreed in principle and negotiations between Council and DAERA Forest Service are continuing. Council is liaising with Forest Service to ensure transition from Forest Service to Council is seamless.</p> <p>A lease must be in place prior to "Permission to Start" being approved. When agreed, Council will enter a lease for Castlewellan Forest Park from 1 January 2022 to 31 December 2045.</p> <p><u>Board meetings</u> Task and Finish Board meetings are continuing.</p>
3.0	Recommendations
3.1	<ul style="list-style-type: none"> • To note the extension to DAERA LoO to 31 January 2022. • To note the action report from the Task and Finish Board meetings held on 23 April and 25 June and 26 August 2021. • To note the phased permission to start approach.
4.0	Resource implications
4.1	<p>£500,000 funding secured from DEARA through the Rural Development tourism measure.</p> <p>NLHF awarded Council £2,695,700.00. Council has provision in the capital plan to provide match funding to NLHF project over a 4-year period. Match funding will also be secured through the provision of volunteer and staff time.</p>
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i>

	It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input type="checkbox"/>
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 checked="" 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> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input checked="" type="checkbox"/></p>
7.0	Appendices
	Appendix 1 - Reports of Castlewellan Forest Park Task and Finish Project Board held on 23 April and 25 June and 26 August 2021.
8.0	Background Documents
	N/A

Appendix 1

Report of Castlewellan Forest Park Task and Finish Project Board meeting held on Friday 23 April 2021 hosted virtually via MS Teams.**Attendees:****Chair:** Dr S Montgomery**Councillors:** Cllr R Howell and Cllr A McMurray**In Attendance:****Others:** J J Cassidy (Forest Service)**Council Officials:** A Magee, J McGilly, A McVeigh, C Quinn & K Scullion**Apologies** Cllr L Devlin, Cllr A Lewis, Mr M Carey (MHT) & A Patterson**Item 1. Welcome and Apologies**

Apologies were noted as above.

It was noted that Ian Irwin has retired from Forest Service. Task and Finish Chair requested that appreciation of Mr Irwin's dedication to the DAERA and NLHF projects is conveyed to him. The Board expressed good wishes to Mr Irwin in his retirement.

Item 2. Report from Previous Meeting on 12th March 2021**Action**

The report was agreed as true and accurate record on the proposal of Cllr Howell seconded by Cllr McMurray.

Item 3. Matters arising and Actions**Action**

CCTV survey to be commissioned by Council and findings shared with FS and T&F:
CCTV survey was commissioned, a contractor went on site and the survey could not be completed due to the equipment having difficulty accessing the area due to large boulders blocking the culvert.
Prior to a lease agreement being signed, Forest Service must reassure Council that repairs will be undertaken if necessary and that the culvert is working and fit for purpose.

Forest Service and Council to review contractor report and identify a way forward.

FS met with NIEA on 22 April 2021 to discuss the Blue Green algae occurrence on the lake. FS advised that bloom is being caused by bacteria rather than algae. There is no evidence of nitrification due to Forest Service activity (tree cutting) or silage run off. Discussion surrounded fish stock, both the type and stocking. NIEA will conduct a further survey during 2021.	To be monitored
Notification to T&F, and press release to be issued in conjunction with NLHF if funding is awarded. NLHF funding was awarded.	Complete
Council's legal department had issued correspondence to Forest Service regarding NLHF's comments and Council's requirements in relation to the lease. It was now with FS.	Ongoing – JJ Cassidy to pursue internally.
To submit a planning application (dependant on NLHF award). Consultant has been instructed to submit planning application. Changes to the engineers traffic drawings required after online consultations.	Ongoing
Task and Finish Board members and Officers to complete the Project Delivery Review and forward to C Quinn	Complete
Work with FS on a transition plan	Ongoing
Interdepartmental meetings to continue	Ongoing
Item 4. DAERA project update	Action
A Magee provided an update on progress at The Bothy including Propagation House, Gardener's Shed, Glass house, Cold Frames and Platform lift and shared a progress report and images. It was noted that one of the sub consultants has experienced a delay that may impact programme. An onsite meeting is schedule for week beginning 26 April 2021 and a revised programme will be issued to Council for review.	Compensation events, programme and budget to be reviewed at next meeting.
Concern was raised regarding the surrounding area of the platform lift.	J Ellis to review area and identify mitigations to soften the area.
Health and Safety concerns post construction were raised in relation to the drop from the Upper Garden to the Bothy Yard.	FS and Council to investigate a solution and be

<p>Dr S Montgomery, A McVeigh and M Boyle met to progress plans for the interpretation space. J Ellis is reviewing a planting scheme for the Stove Conservatory.</p> <p>Minister Poots, MLA visited The Bothy site on 7 April 2021 to view progress accompanied by Chairperson, Cllr Laura Devlin and Dr Sally Montgomery, Chair of Task and Finish.</p>	<p>reviewed at the next meeting.</p> <p>Ongoing</p>
<p>Item 5. NLHF -</p>	<p>Action</p>
<p>Award of funding</p> <p>Publicity</p> <p>It was noted that the announcement of the funding award by NLHF was welcomed by the local community and was highlighted on social media platforms and featured in various print media outlets.</p> <p>Permission to start process</p> <p>The Permission to start process is subject to a lease with Forest Service and planning permission being approved. It was also noted that the Walled Garden already had planning permission.</p> <p>NLHF is open to a phased permission to start to enable recruitment to commence ensuring that there is a transition period with Forest Service personnel. This is in line with the phased lease approach.</p> <p>There is an element of risk to the phased approach, there could be numerous procurement processes that require managing. This may have a financial implication as it may be outside the current scope of works for the contracted consultant.</p> <p>An instruction has been given to the contractor to prepare the documents for planning application submission. A re-engagement meeting has been scheduled with the contractor to move the project to detailed design and discuss phasing of works.</p>	<p>Officers to organise an internal meeting to identify key elements of the project that could be phased. An update will be provided at the next meeting.</p> <p>An update will be provided at the next meeting.</p>

<p>Lease</p> <p>As highlighted above the lease is required as part of the permission to start process with NLHF. Negotiations will continue with Forest Service. The lake is part of the current negotiations however for Council to lease the lake, Council would need reassurance that its infrastructure is fit for purpose. The lake is not part of the NLHF project, FS reiterated it is part of the core recreation of the Park. It was suggested that the Lake might be added to the Lease later while investigations and mitigation continues as it was important that the main elements of the lease were not delayed, as this would delay the permission to start.</p>	<p>Council and Forest Service to convene a meeting to progress.</p>
<p>Item 6. Review of Round 1 – Key findings</p> <p>C Quinn issued a project milestone report. The purpose of the report was to provide the Task and Finish Board with an overview of the responses received from elected members, officers and others involved in this project on how the project has been delivered up to the following project milestones:</p> <ul style="list-style-type: none"> - DAERA project – completion of procurement to appoint a contractor; and - NLHF funded project - submission of Round 2 application. (See annex 1 for report). <p>The Chair thanked C Quinn for the thoughtful review.</p>	<p>Officers to ensure that the recommendations from the report are actioned.</p>
<p>Item 7. Approvals or Recommendations</p> <p>Cllr Howell proposed that Castlewellan that Forest Park - Planned Development NMDDC Internal Review at Project Milestone report presented by C Quinn be approved and that the recommendations are actioned, this was seconded by Cllr McMurray.</p>	<p>Action</p>
<p>Item 8. Any Other Business</p> <p>The Chair raised the governance structures of the project moving forward to project implementation. Within the current structures there is a Task and Finish Board, Steering Group and Interdepartmental Group.</p> <p>In accordance with the governance structures there will be an election of Chair at the next meeting.</p>	<p>Action</p> <p>Officers to review the current governance structures to ensure that they are fit for purpose as the project moves to detailed design and implementation. A draft to be available at the next meeting.</p> <p>Election of Chair to be placed on the</p>

	agenda for the next meeting.
Item 9. Date of Next Meeting	Action
25 June 2021 at 2.00 p.m. MS Teams	Invite to be issued via MS Teams and placed in Council diary for elected members.

Annex 1

Report to:	Castlewellan Forest Park – Task & Finish Board
Date of Meeting:	23 rd April 2021
Subject:	Castlewellan Forest Park – Planned Development NMDDC Internal Review at Project Milestone
Reporting Officer (Including Job Title):	Colin Quinn - Assistant Director, Estates and Project Management
Contact Officer (Including Job Title):	Colin Quinn - Assistant Director, Estates and Project Management

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<ul style="list-style-type: none"> Following a commitment given to the Task & Finish Board, it was agreed that officers would undertake a review of the Castlewellan Forest Park development project at identified milestones, so that any lessons learnt could be shared with internal team members to assist the delivery of the remaining stages of the project. The purpose of this report is to provide the Task & Finish Group with an overview of the responses received from: elected members, officers and others involved in this project on how the project has been delivered up to the following project milestones: <ul style="list-style-type: none"> DAERA project – completion of procurement to appoint a contractor; and NLHF funded project – submission of Round 2 application.
2.0	Key issues / Findings
2.1	<p>From the limited number of responses received the following positives were identified:</p> <p>Positives</p> <ul style="list-style-type: none"> There was a consensus that Council officers involved in the detail of the project are committed to its success. There was also an acknowledgement that officers from various departments work closely together, particularly to ensure completion of the Stage 2 NLHF application. Many members of the integrated consultant team displayed a high degree of specialist knowledge of their individual discipline areas. This includes: architect, quantity surveyor, landscape architect, horticulture and ecology specialist. The important and successful role of the Task & Finish Groups was recognised, particularly prior to Stage 1 in developing the project and seeking evidence for the

	<p>application, as well as ensuring that the community were kept informed of the project at all stages.</p> <ul style="list-style-type: none"> • The continued and dedicated input from elected members and volunteer (Sally Montgomery) was acknowledged, and it was recognised that Task & Finish Group is an essential forum to oversee the successful delivery of the project. • The input from our partners in Forest Service was recognised as a critical factor in bringing this project forward to this stage, with the local knowledge of the Castlewellan estate being invaluable to Council. This continued support will be required to ensure successful transition of the asset to Council.
<p>2.2</p>	<p>Below is an overview of the areas of concern identified within the responses received.</p> <p>Areas of Concern</p> <ul style="list-style-type: none"> • It was acknowledged that the consultant team were faced with a very challenging assignment to advance the project to completion of Stage 2 (particularly during the pandemic, which impacted their programme which itself was partly seasonal i.e. ecology and horticulture surveys). It was also acknowledged that the consultant team had a wide and diverse range of specialist members, some of whom would not normally form part of the overall integrated consultancy team. As such, the lead consultant struggled with associated management of some of these sub-consultants. • Concerns were raised on the overall management of the consultancy team by their lead project manager, who displayed a lack of understanding of the NLHF application process. This led to officers becoming increasingly frustrated with the overall performance and management of the consultant team and required a high level of micromanagement by officers, particularly in closing out the Stage 2 NLHF application process. • Some responses identified that the provision cost estimates by the consultant team were not updated in a timely manner.
<p>2.3</p>	<p>Areas for Improvement</p> <ul style="list-style-type: none"> • Responses received acknowledged that Council officers may change during the lifetime of a project. Between Round 1 and Round 2 of the project, there were numerous changes in officers leading to a lack of continuity which impacted the overall stability of the project. It is acknowledged that to maintain momentum in the project, it is imperative that a consistent team of officers remain involved throughout the remaining phases, with lines of responsibility clearly established. It is also critical that a lead officer for the project remains in place to oversee its delivery. • It is critical that assigned officers from all impacted departments make themselves available and commit to future interdepartmental meetings. This is not limited to the procurement and construction phases, but also after the construction/delivery phase is completed.

	<ul style="list-style-type: none"> • The integrated consultant teams project manager to provide a greater level of leadership to reassure the Task & Finish Group and officers that there is a real ownership and dedication to the project. • Ensure the governance document identifying the roles and responsibilities is in place, is regularly reviewed and followed throughout all stages of the project. • Ensure the consultant team provide timely and accurate information. This includes: <ul style="list-style-type: none"> - accurate and timely project update reports; and - regular review and reporting on: project risks; programme and project costs. • Continued support to be provided by Forest Service during the remaining stages of the project. • More input and liaison required from strategic partners and the local community. • For future conservation projects, consideration to be given to ensuring the lead consultant being a recognised conservation specialist.
3.0	Recommendations
3.1	<ul style="list-style-type: none"> • The Task & Finish Group consider the content of this report. If content this will be shared with officers and a meeting will take place to discuss the 'areas of concern' and 'areas for improvement' to ensure they are addressed going forward.
4.0	Resource implications
4.1	<ul style="list-style-type: none"> • Staff time and costs.
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	<p>Due regard to Rural Needs (please tick all that apply)</p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p>Appendices</p> <p>None</p>
8.0	<p>Background Documents</p> <p>None</p>

Report of Castlewellan Forest Park Task and Finish Project Board meeting held on Friday 25 June 2021 hosted virtually via MS Teams.

Attendees:

Chair: Dr S Montgomery

In Attendance:

Others: J J Cassidy and G Casement (Forest Service - FS)
M Carey (MHT)

Council Officials: J Ellis, A Magee, A Mallon, J McGilly, A McVeigh & C Quinn

Apologies Cllr W Clarke, Cllr L Devlin, Cllr R Howell, Cllr A Lewis, Cllr H Gallagher, Cllr A McMurray, A Patterson & K Scullion

Item 1. Welcome and Apologies

Apologies were noted as above.

The meeting did not meet a quorum. It was agreed that the meeting would continue but Items 2, 3 and 6 would be deferred to the next meeting.

Item 2. Election of Chair as per ToR

This item is deferred to the next meeting.

Action

To be placed on the agenda of the next meeting.

Item 3. Report from previous meeting on 23 April 2021

This item is deferred to the next meeting.

Action

To be placed on the agenda of the next meeting.

Item 4. Matters arising and actions

Action

Blue – green algae

Access to the lake is permitted at present. There are low levels of blue – green algae, bi weekly visual inspections ongoing.

To be monitored

Planning application

Planning application was submitted on 21 May 2021.

Complete

Transition plan

Transition plan with FS to be developed

Ongoing

<p><u>DAERA Project</u> Compensation events, programme and budget to be reviewed at next meeting.</p> <p>J Ellis to review area and identify mitigations to soften the area.</p> <p>FS and Council to investigate a solution and be reviewed at the next meeting.</p> <p>J Ellis and the landscape contractor visited site to review the area. A proposed solution is being developed and will be presented at the next meeting</p> <p><u>NLHF project</u> Permission to start process Officers to organise an internal meeting to identify key elements of the project that could be phased. An update will be provided at the next meeting.</p> <p>Officers to review the current governance structures to ensure that they are fit for purpose as the project moves to detailed design and implementation. A draft to be available at the next meeting.</p> <p>Election of Chair to be placed on the agenda for the next meeting.</p>	<p>On agenda</p> <p>On agenda</p> <p>To be placed on the agenda of the next meeting.</p> <p>Ongoing and on agenda</p> <p>Complete</p> <p>To be placed on the agenda of the next meeting.</p>
Item 5. Lease	Action
<p>Correspondence was issued to FS Chief Executive Officer by Council on 10 June 2021 regarding the draft lease and conditions. FS confirmed that a response will be issued by FS next week.</p> <p>It was noted that the lake is still a concern to Council.</p>	<p>Update to be brought to the next meeting.</p>
Item 6. Governance	Action
<ul style="list-style-type: none"> • Draft Governance framework • Revised ToR T&F <p>This item is deferred to the next meeting, however the Chair requested that there should be an amendment to the governance framework standing agenda, as it does not reflect all aspects of the project moving forward. Items include staffing and management, interpretation, community consultations, communication, activity plan and marketing etc. These should be added to the draft to ensure completeness and they can selected as appropriate.</p>	<p>To be placed on the agenda of the next meeting.</p>

<p>It was noted that the governance framework has the flexibility for the agenda to change as the project moves from technical design, through to procurement and project implementation.</p>	
<p>Item 7. DAERA project update</p>	<p>Action</p>
<p>Project Manager's Report Project Manager's report was noted.</p> <p>Programme Programme is behind due to the presence of bats in the Gardener's shed until mid-May 2021 and other factors. The contractor is developing a new programme and it will be provided at the next meeting. The completion date is currently 10th Sept.</p> <p>Risk Register Risk register – COVID 19 noted</p> <p>Compensation Events and Finance The quality of the replacement of the balustrades and stonework of the Stove Conservatory in the Bothy was noted and that additional balustrades will be required at the platform lift. Council has approved a CE to replace the Gardener's Shed roof due to the presence of woodworm. It was noted that CE costs are based on an hourly rate. CEs are accepted or rejected by the project manager and a recommendation is made to Council.</p> <p>Platform lift J Ellis visited site with the landscape architect, options relating to rectification of the area adjacent to the platform lift have been developed and will be shared with TetraTech.</p> <p>Interpretation Council issued procurement on behalf of the Enterprise, Regeneration and Tourism Directorate for communication and engagement services. The closing date is 7 July 2021. Following assessment and award it is envisaged a mini competition will be issued for the interpretation/graphic design of the Stove Conservatory in September 2021.</p>	<p>Revised programme to be issued.</p> <p>A report will be brought forward to SMT for review regarding CEs and finance. Details to be shared with T&F.</p> <p>The solution will be presented at the next meeting.</p>
<p>Item 8. NLHF</p>	<p>Action</p>
<p>Project Manager's Report Project Manager's report was noted. An onsite traffic management meeting is scheduled for July 2021.</p>	<p>The traffic management plan to be presented at</p>

<p>The Chair stated that it was important that the exit / entrance to the carpark is reviewed based on the comments made during the consultation with the public.</p> <p>Programme The programme is being driven by the projected date for planning approval, this is based on the timeframe for planning at the Bothy. This date may be accelerated, and the programme will be amended. It was noted that HED has positively responded to the planning application submitted by NMDDC.</p> <p>FS applied for planning permission in 2016 to replace the windows in block 7. FS wish to proceed. HED requires conformation as to which plan is progressing as this block is also included in Council's plans.</p> <p>Risk Register Risk register was noted. Elements will move on and off the register throughout project implementation.</p> <p>Phased Permission to Start NLHF will allow a phased Permission to Start, however that will still require a lease and spend will be at Council's risk until the lease is signed. The project must commence by September 2021 to ensure the grant conditions are adhered to. An options paper has been developed with Assistant Director's input outlining the resources that will be required for Council to progress with a phased permission to start.</p> <ul style="list-style-type: none"> • Recruitment Recruitment for the General Manager and Head Gardener will commence over the summer (progression depends on the status of the lease). The General Manager and Head Gardener are scheduled to be in post by 1 October 2021. • Contracts Procurement will be conducted as and when required. • PRONI PRONI provided scanned images from the albums held in PRONI to the Chair. Members of the community have access to several papers and images relating to the Annesley and Ryan families that PRONI does not hold. 	<p>the next T&F meeting.</p> <p>FS to share plans with Council regarding window replacement for review and agreement on a way forward.</p> <p>Officers to convene a meeting to progress with a phased permission to start. Options paper to be presented to SMT for consideration and shared with T&F</p> <p>A press release outlining project status and projected timeline to be issued when the phased permission to start is agreed.</p> <p>To undertake Community consultation regarding images and information for interpretation.</p>
<p>Item 9. Approvals or Recommendations</p> <p>None</p>	<p>Action</p>

Item 10. Any Other Business	Action
<p>Clipping of the Peace Maze The Peace Maze will be clipped at the end of August 2021. Note: The Maze is currently closed due to the inability to social distance in the Maze.</p> <p>Drainage in the Garden There is flooding in the Garden due to a damaged culvert.</p>	<p>FS to investigate and undertake remedial works if required to the culvert in the garden that was damaged with machinery during the removal of trees following storm Ophelia</p>
Item 11 Date of next meeting	Action
<p>To be agreed.</p>	<p>To consult with elected members and issue a schedule for the remainder of 2021.</p>



Report of Castlewellan Forest Park Task and Finish Project Board meeting held on Thursday 26 August 2021 hosted virtually via MS Teams at 2.30 p.m.

Attendees:

Chair:

Dr S Montgomery
M Carey (MHT)

Elected members:

Cllr A McMurray and Cllr R Howell

In Attendance:

Others:

J J Cassidy and G Casement (Forest Service - FS)

Council Officials:

A Patterson, J McGilly, A McVeigh & C Quinn & K Scullion

Apologies

Cllr W Clarke, Cllr L Devlin, Cllr A Lewis, Cllr H Gallagher, J Ellis, A Magee & A Mallon

Item 1. Welcome and Apologies

Apologies were noted as above.

Item 2. Election of Chair as per ToR

On the proposal of Cllr. A McMurray and seconded by M Carey, Dr S Montgomery was elected Chair of the T&F for 1 year.

Action

Item 3. Report from meeting on 23 April 2021 & 25 June 2021

Both reports were approved.

Action

Item 4. Matters arising and actions

Action

Blue – green algae
Access to the lake is permitted at present. There is no evidence of any significant visual presence of algae.

To be monitored.

Planning application
Planning application was submitted on 21 May 2021.

Item raised under item 8.

Transition plan
Transition plan with FS to be developed

Meeting scheduled for 2 September 2021.

DAERA Project
Compensation events, programme and budget to be reviewed at next meeting.

On agenda Item 7.

<p>J Ellis to review area and identify mitigations to soften the area.</p> <p>FS and Council to investigate a solution and be reviewed at the next meeting.</p> <p>J Ellis and the landscape contractor visited site to review the area. A proposed solution is being developed and will be presented at the next meeting</p> <p>NLHF project Permission to start process Officers to organise an internal meeting to identify key elements of the project that could be phased. An update will be provided at the next meeting.</p> <p>Compensation Events and Finance A report will be brought forward to SMT for review regarding CEs and finance. Details to be shared with T&F.</p> <p>Traffic Management Plan The traffic management plan to be presented at the next T&F meeting.</p> <p>Programme FS to share plans with Council regarding window replacement for review and agreement on a way forward. Note: FS is not progressing with the window replacement scheme; the windows will be replaced within the NLHF project.</p> <p>Phased Permission to Start Officers to convene a meeting to progress with a phased permission to start. Options paper to be presented to SMT for consideration and shared with T&F</p> <p>A press release outlining project status and projected timeline to be issued when the phased permission to start is agreed.</p> <p>Interpretation To undertake Community consultation regarding images and information for interpretation. Dr Montgomery met with representatives for initial ideas.</p>	<p>On agenda Item 7.</p> <p>Plan to be circulated with the papers for the next meeting.</p> <p>Complete</p> <p>Ongoing and on agenda Item 8.</p> <p>Ongoing and on agenda Item 8.</p> <p>Complete</p> <p>Ongoing and on agenda Item 8.</p> <p>Ongoing</p> <p>Complete</p>
Item 5. Lease	Action
<p>Negotiations are continuing regarding the lease. Correspondence has been issued by NMDDC to FS CEO regarding key issues including the lake and culvert. Prior to Council entering a lease there needs to be an agreement that the culvert and pipeline is functioning and fit for purpose.</p> <p>The broken drain in the walled garden was also raised as an issue. FS not sure whether it is a broken drain beside the wall or</p>	<p>FS personnel to escalate the issues internally to resolve the key concerns, and agree solutions, to ensure the lease can be signed in time.</p>

<p>poor drainage. Important as affecting the oldest part of the garden.</p> <p>If the lease is not signed prior to a permission to start for the NLHF project, there is a risk that the funding may be lost, therefore the key issues need addressed as soon as possible.</p> <p>There have been several enquiries to Council regarding requests to utilise land operated by FS at Castlewellan Forest Park. There is a clear process for booking events with NMDDC for areas of the Park that Council operates and FS, however the community is unaware of the process. Needs to be picked up as part of communications once the lease is signed.</p>	<p>FS agreed to continue investigation.</p> <p>Communication regarding the process for booking events at Castlewellan Forest Park to be shared with local elected members to ensure the message is shared with the community.</p>
<p>Item 6. Governance</p>	<p>Action</p>
<ul style="list-style-type: none"> • Draft Governance framework • Revised ToR T&F 	<p>Approved</p>
<p>Item 7. DAERA project update</p>	<p>Action</p>
<ul style="list-style-type: none"> • Project Manager's Report • Programme <p>The projected completion date for construction is 22 October 2021, this is an extension from the 4 June and 7 September 2021. An extension has been requested and granted by DAERA to 31 January 2022.</p> <p>There is significant pressure within the construction industry at present due to COVID, supply chain issues and fluctuation in costs.</p> <p>The programme provided by the contractor is not reflective of work status and end date.</p> <p>FS raised concern over handover of the Walled Garden as it is due to be leased by Council on 1 October 2021 and if this is not achieved, this will result in budget and contractor implications.</p> <p>Council will not advertise the jobs for the NLHF project until the lease is signed, however when Council enters a lease Council will mobilise their recruitment plan and if necessary grounds maintenance staff can maintain the Walled Garden until staff are mobilised on site.</p> <ul style="list-style-type: none"> • Risk Register • Compensation Events <p>Compensation events are detailed in the PM report. When a compensation event arises, and it is recommended to be approved by the Project Manager, Council accepts.</p> <ul style="list-style-type: none"> • Finance 	<p>Noted</p> <p>Programme to be monitored.</p> <p>An updated programme to be circulated with the papers for the next meeting.</p> <p>Council and FS to agree a date for leasing the Walled Garden and wider Arboretum.</p> <p>Noted</p> <p>Costs to be monitored and reported to ERT.</p>

<p>Due to the extension of the project the consultant will be entitled to a CE to manage the project to close.</p> <ul style="list-style-type: none"> Platform lift <p>A solution has been agreed by Council with corten steel as the fabric, plan shared on screen.</p> <ul style="list-style-type: none"> Interpretation/Graphic design <p>Dr S Montgomery met with several people from the community regarding themes for the interpretation in the Stove Conservatory.</p>	<p>Plan to be circulated with the papers for the next meeting.</p>
Item 8. NLHF	Action
<ul style="list-style-type: none"> Project Manager's Report <p>Noted as read however clarification is required regarding the status of planning permission for wayfinding and signage.</p> <ul style="list-style-type: none"> Programme <p>The programme is being driven by planning permission approval date. This will be monitored ongoing.</p> <ul style="list-style-type: none"> Risk Register <p>A risk register workshop will be organised with Council officers to update the risk register from project development to delivery.</p> <p>It is important that the risk register entails all elements of the project and not just the construction phase.</p> <ul style="list-style-type: none"> Traffic Management Plan <p>Traffic management meeting took place on site on 1 July 2021, bus parking has been reviewed along with current access into the car park addressed. T&F particularly keen to see the area around the pump track to ensure pedestrian safety.</p> <ul style="list-style-type: none"> Phased Permission to Start <ul style="list-style-type: none"> Recruitment <p>Council will mobilise their recruitment plan once a lease is signed.</p> <ul style="list-style-type: none"> Contracts <p>Council has agreed a programme of works to inform a phased a permission to start with one consultancy team. A horticulturist will be appointed, it was noted that the role of the horticulturist will be extremely important if working for a consultant or directly with Council. It was recommended strongly that the Council should appoint a consultant horticulturist working directly to Council to ensure they can challenge both PM and Contractors to protect the interest of the Council and for the welfare of the gardens.</p>	<p>To raise the status/requirement of planning permission for wayfinding and signage with the consultant.</p> <p>Risk register to be circulated with the papers for the next meeting.</p> <p>Traffic Management Plan to be circulated with the papers for the next meeting for review.</p> <p>The approach to a phased permission to start to be approved by Council.</p>

<ul style="list-style-type: none"> o PRONI <p>PRONI has digitised all images, an invoice will be issued when the NLHF project is live.</p>	
Item 9. Approvals or Recommendations	Action
As recorded in the actions.	
Item 10. Any Other Business	Action
<p>Dr S Montgomery congratulated JJ Cassidy on his appointment with FS.</p> <p>Dr S Montgomery noted that this meeting was C Quinn's last and thanked C Quinn for his dedication to the Castlewellan Forest Park projects and input to the T&F Board meetings.</p> <p>JJ Cassidy expressed his gratitude to C Quinn for his assistance to FS throughout his tenure.</p> <p>C Quinn congratulated the members of the T&F Board for their management of the projects, he paid tribute to J McGilly and A McVeigh for their dedication to the development of the projects.</p>	
Item 11. Date of next meeting and schedule of meetings	Action
1 October, 5 November and 17 December 2021	Meetings to be placed in the Council diary.

Report to:	Enterprise Regeneration & Tourism Committee
Date of Meeting:	Monday 13 th September 2021
Subject:	DFC / DAERA / DFI Covid-19 Recovery Revitalisation Programme
Reporting Officer (Including Job Title):	Jonathan McGilly Assistant Director of Enterprise Employment & Regeneration
Contact Officer (Including Job Title):	Amanda Smyth Head of Regeneration and Business Development Seamus Crossey Project Manager EER Section

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

For decision	<input type="checkbox"/>	For noting only	<input checked="" type="checkbox"/>
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1.0	Purpose and Background															
1.1	<p><u>Purpose</u> To note the update report provided on progress of delivering the Covid 19 Recovery Revitalisation funding.</p> <p><u>Background</u> Since the last update officers have continued to implement the agreed programme of support that targets a range of Business Revitalisation and Regeneration measures across the 6 main urban centres within the district utilising DFC grant aid, and across the rural settlements, utilising DAERA grant aid. The level of funding is as follows:</p> <table><tr><th>Funding Allocations Received</th><th>DFC</th><th>DAERA</th><th>DFI</th><th>Revenue (DfC)</th></tr><tr><td></td><td>£966k</td><td>£361k</td><td>£527k</td><td>£52k</td></tr><tr><td>Total Funding</td><td colspan="4">£1,906,000</td></tr></table>	Funding Allocations Received	DFC	DAERA	DFI	Revenue (DfC)		£966k	£361k	£527k	£52k	Total Funding	£1,906,000			
Funding Allocations Received	DFC	DAERA	DFI	Revenue (DfC)												
	£966k	£361k	£527k	£52k												
Total Funding	£1,906,000															

2.0	Key issues																				
2.1	<p><u>Business: Covid-19 Compliance Grant –</u> Two grant programmes have now been implemented:</p> <p>Phase 1: Eligible businesses were offered grants of up to £1,000 towards defined eligible items relating to Covid-19 compliance: sanitising stations / equipment, sanitiser, social distancing screens/counters, social distancing signage.</p> <p>Phase 2: Eligible businesses were offered grants of up to £2,000 towards defined eligible items associated with a business Front Enhancement Scheme (minor works) + purchase of digital equipment i.e.:</p> <ul style="list-style-type: none">▪ Exterior minor works: Painting, Signage, Door / window / shutter replacement▪ Purchase of Awnings / gazebos for social distancing▪ Purchase of Equipment for remote working and/or digitisation of the business to facilitate covid-19 compliance customer contact (IT Hardware and software) <p>Across both Phases outputs as are follows:</p> <table><tr><th>Total</th><th>Phase 1</th><th>Phase 2</th><th>Total</th></tr><tr><td>Letters of Offer issued</td><td>296</td><td>502</td><td>798</td></tr><tr><td>Letters of Offer Grant aid value</td><td>£240,435.59</td><td>£905,101.63</td><td>£1,145,537.22</td></tr><tr><td>Grant payments made</td><td>£212,024.67</td><td>£772,198.44</td><td>£984,223.11</td></tr><tr><td>Phase 1: 263 grants paid – scheme closed Phase 2: 435 grants paid to date / 67 LoO remain to be claimed against</td><td></td><td></td><td></td></tr></table> <p><u>Enhancement of Artisan Markets for covid-19 Compliance</u></p> <ul style="list-style-type: none">• Purchase of capital items to enhance the safe operations of artisan markets across the District – completed <p><u>District wide marketing Campaign</u></p> <ul style="list-style-type: none">• Make it Local Photography and videography completed; outdoor, print and digital social media campaign launched and underway due to be completed early Sept 2021. Appropriate images and messaging were utilised to promote businesses across the district, to stimulate footfall and support reopening of businesses. Campaign included media coverage across all local publications, creation of videos featuring businesses across the district, billboard advertising in NI and ROI and a social media campaign.	Total	Phase 1	Phase 2	Total	Letters of Offer issued	296	502	798	Letters of Offer Grant aid value	£240,435.59	£905,101.63	£1,145,537.22	Grant payments made	£212,024.67	£772,198.44	£984,223.11	Phase 1: 263 grants paid – scheme closed Phase 2: 435 grants paid to date / 67 LoO remain to be claimed against			
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Grant payments made	£212,024.67	£772,198.44	£984,223.11																		
Phase 1: 263 grants paid – scheme closed Phase 2: 435 grants paid to date / 67 LoO remain to be claimed against																					

	<p>Enhancement of Outdoor Space for Covid-19 Compliance</p> <ul style="list-style-type: none"> Procurement has been completed and works now under way regarding addressing Dereliction Scheme / Working with Council Framework Contractor in regards installation of seating across the 6 urban centres and 5 eligible rural settlements. <p>Active Travel Strategy and Educational Programme</p> <ul style="list-style-type: none"> Council worked closely with Sustrans to complete a district wide Strategy for future development of Active Travel, while also working with schools across the Council to roll out an active travel educational promotion. <p>Working with DFI on Active Travel</p> <ul style="list-style-type: none"> Improvements carried out to Murlough Car-Park Road Crossing / Commitment to develop Murlough to Dundrum Walkway-Cycleway / Construction of Dunleath Park Trail / Roll out of Bike Stands-Shelters across the district at points identified by AHC.
3.0	Recommendations
3.1	To note the update report provided on progress of delivering the Covid 19 Recovery Revitalisation funding.
4.0	Resource implications
4.1	<p>100% Grant Aid secured for the implementation of the scheme.</p> <p>No financial cost to Council other than staff resource</p>
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>

	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	<p>Proposal initiating consultation</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</p> <p>Consultation period will be 12 weeks</p> <p>Consultation period will be less than 12 weeks (rationale to be provided)</p> <p>Rationale:</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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</p>	<input type="checkbox"/>
7.0	Appendices	
	N/A	
8.0	Background Documents	
	N/A	

HISTORIC**ACTION TRACKER SHEET****ENTERPRISE REGENERATION AND TOURISM COMMITTEE****(For Noting at ERT September 2021)**

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ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		October 2019			
ERT/138/2019	CARLINGFORD LOUGH GREENWAY	<p>(a) The Council proceed to commence the PQQ contractor procurement stage for the Northern section of the Carlingford Lough Greenway.</p> <p>(b) Council Officers to update Councillor McMurray regarding plans for Greenways at Comber/Downpatrick.</p>	J McGilly	Negotiations ongoing with landowners and funder. Revised submission submitted to funders May 2020. Planning submitted and awaiting decision. SEUPB considering additional funding bid. Economic appraisal completed and with SEUPB and DfI	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		(AUGUST 2020)			
ERT/095/2020	CAR PARK BANN ROAD CASTLEWELLAN	To progress the proposed redevelopment of the Bann Road parking area in collaboration with DFI and approve the submission of a planning application for a change of use for the area concerned.	C Jackson	Planning Application approved May 2021. Site investigation work in progress.	N
		SEPTEMBER 2020			
ERT/129/2020	(Historic Action) NEWCASTLE HARBOUR	A paper be brought to a meeting of the Enterprise Regeneration & Tourism Committee Meeting outlining proposals to move forward with the regeneration of Newcastle Harbour.	J McGilly	Work in progress	N
		(JANUARY 2021)			
ERT/010/2021	WARRENPOINT FRONTSHORE PR SCHEME	<ol style="list-style-type: none"> 1. Members area asked to accept the broad Concept Design proposals as presented by AECOM, with suggested adjustments and proceed to a Consultation Process in early 2021. 2. Officers report on feedback from the consultation process to the Task and Finish Group, before proceeding to finalise the design for submission to planning. 	J McGilly	<p>Scheme consultation launched April 2021</p> <p>Scheme approved following consultation now moving to submit planning and complete Economic Appraisal</p>	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		<p>3. Officers complete and submit the Economic Appraisal to Council and the Department For Communities for consideration of the funding package for the scheme.</p> <p>4. Members approve the Business Case to carry out a Site Investigation Survey and other smaller surveys costs as required to prepare for the planning submission.</p> <p>5. Once completed officers will present the DFI One Way system proposal for Warrenpoint at a future meeting of Crotlieve Cllrs in early 2021.</p>			
		(MARCH 2021)			
ERT/051/2021	WARRENPOINT BATHS	<p>1. Council continue to ensure that ongoing measures are taken to monitor and address Health and Safety concerns as they arise at the existing Baths Structure.</p> <p>2. Council officials to continue discussions with potential funders given the development of new funding programmes - Peace Plus; Shared Prosperity Fund; NLHF, Tourism NI, etc, based on the development of the</p>	J McGilly	<p>Cavanagh Kelly currently working on SOC for project as approved for planning</p> <p>Draft report due mid September</p>	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		<p>facility as per the planning approval that is currently in place on the site.</p> <p>3. Council officials proceed with appointment of a consultancy team to prepare a business case / economic appraisal on the existing Council approved scheme based on the Planning approval in place for the Warrenpoint Baths site.</p>			
ERT/093/2021	LEVELLING UP FUND	<p>1. The Council do not submit an application in the current call for 18 June 2021 Levelling Up Fund, but explore and develop initiatives that best fit the criteria utilising the Development fund that will become available early summer.</p> <p>2. In respect of CRF, the Council explore potential joint funding bids with FE sector aligned to economic development and regeneration strategy.</p>	J McGilly	Work in progress	N
		(JUNE 2021)			
ERT/107/2021	NOTICE OF MOTION RE: ADDITIONAL FUNDING	To accept the Amendment to the Notice of Motion as proposed by Councillor Malone and seconded by Councillor	J McGilly	Meeting scheduled 4 October 2021	y

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		Gibbons, that a Special Meeting of the Economic Forum be convened to which all Members of the ERT Committee be invited, to discuss the Levelling Up Funding Strategy, and that a comprehensive paper be circulated in advance of the meeting outlining all opportunities offered by this funding initiative, in order that Councillors and Economic Forum members can be prepared to table suggestions, and also a timetable of future application dates for Levelling Up calls for submissions, to be tabled at the above said meeting.			
ERT/111/2021	ELECTRIC CHARGING POINTS	To approve the request to procure consultancy services to investigate the feasibility of identified sites in order to work towards the submission of a full application to Office of Low Emission Vehicles (OLEV).	J McGilly	Procurement ongoing	y
ERT/114/2021	LABOUR MARKET PARTNERSHIP	To proceed as follows regarding the establishment of an LMP Unit: (a) Submission of a strategic assessment and action plan to Department for	J McGilly	Work in progress	y

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		<p>Communities for the establishment of a Local Labour Market Partnership.</p> <p>(b) To accept a letter of offer from the Department for Communities for the implementation of a local Labour Market Partnership.</p> <p>(c) To approve Business Cases for LMP activity and proceeding to procurement of the required deliver agents (including where relevant the establishment of Service Level Agreements), which will enable implementation of LMP activity.</p> <p>(d) To establish an LMP resource following Council HR policies and procedures.</p> <p>(e) To note for 2021/2022 delivery NMDDC are able to apply for a budget from Department for Communities of up to £669,209.96, inclusive of programme delivery costs and 20% allocation to administration / resourcing.</p>			
ERT/116/2021	WARRENPOINT FRONTSHORE PUBLIC REALM SCHEME	To accept the recommendation arising from the Warrenpoint Front Shore Public	J McGilly	Work in progress vis task and finish	y

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		<p>RealmTask & Finish Steering Group Meeting held on 04 June 2021 as follows:</p> <ul style="list-style-type: none"> (a) Agree the Public Realm Design proposals as presented by AECOM, with inclusion of the suggested adjustments / amendments following consideration of the Public Consultation Report. (b) Proceed to submission of a Planning Application for the Warrenpoint Front Shore Public Realm Scheme and shared with the Task & Finish Steering Group and wider public when available. (c) Complete an Economic Appraisal seeking Council match funding for consideration at t future Council meeting, in advance of formal submission to the Department for Communities. (d) Progress discussions with Warrenpoint Harbour Authority in regards future works to the Breakwater. (e) Extend AECOM appointment and develop & approve a Business Case to 		working group with updates as required to ERT	

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		<p>enable Breakwater design works RIBA Stages 1-3, at a projected cost up to £20,000, from the Council's own existing Capital Budget, to be undertaken to allow a separate DfC Economic Appraisal to be completed and Planning Application submitted.</p> <p>(f) Proceed to procurement and appointment of Interpretation Plan consultants within the available budget of £15,000, with design costs to be covered from the Council's own existing Capital Budget, with the agreed Interpretation elements to be delivered via the DfC funding subject to Economic Appraisal approval.</p> <p>(g) DfI to advise when the local community will be informed of the next steps following the completed One Way System study for Warrenpoint.</p>			
ERT/117/2021	ANNALONG HARBOUR SEAFLAG	<p>(a) Council to note approval of funding from the Fisheries Local Action Group (FLAG) of the North West and North East Quay Restoration and Slipway/Boar Car Park Wall Works and the requirement to provide 20% match funding of £16,117 from its Harbour</p>	A Patterson	In progress	Y

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		<p>Repair and Harbour EI Capital Budgets.</p> <p>(b) Council to now accept FLAG letter of offer and approve the relevant Business Cases before proceeding to appoint its Framework Contractor to carry out the North West and North East Quay Works and Slipway/Boat Car Park Wall repair.</p>			
		(AUGUST 2021 – TO FOLLOW)			

Report to:	Enterprise, Regeneration and Tourism
Date of Meeting:	Monday 13 th September 2021
Subject:	Newcastle Harbour
Reporting Officer (Including Job Title):	Jonathan McGilly – Assistant Director Enterprise Employment and Regeneration
Contact Officer (Including Job Title):	Jonathan McGilly – Assistant Director Enterprise Employment and Regeneration

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> To review the Newcastle Harbour Conservation Plan 2011 and agree the recommendations contained within this report at section 3.</p> <p><u>Background</u> In 2011 Down District Council carried out an extensive Consultation on Newcastle Harbour and completed a Conservation plan for the Harbour and its immediate environment explore how the Harbour could be restored and developed in the future.</p> <p>Newcastle harbour and watch tower is a scheduled monument set within an AONB, ASSI and an Area of Townscape Character.</p> <p>Council has agreed to review this plan and update it with a view to refreshing the Plan and progress actions to regenerate the area within the context of Planning constraints etc.</p>
2.0	Key issues
2.1	<p>Following detailed consultation and analysis the plan developed a range of options from doing nothing to various scales of refurbishment and development, these options are detailed in the report attached in appendix to this report.</p> <p>The actions Council has taken to date include:</p> <ol style="list-style-type: none"> 1. Council is finalising a contract with a third party for the lease of the Pump House 2. Arrangements and processes have been developed for berthing of boats in the harbour 3. A contract is in place for dredging of the sand bar on an annual basis to ensure safe entry and exit to the harbour 4. A new user group has been established which is working with Council to explore the development of pontoon facilities and upgrade of electricity supply etc.

	<p>5. A Sea Charter/Commercial Boat Tours operates from Newcastle Harbour, the contract is in place with Council to March 2024.</p> <p>One of the challenges at the harbour is the mix of ownership and use of the location with lands owned by Council, DfI, yacht club and private sector coupled with a strong community use that Council is keen to protect.</p> <p>To develop a comprehensive scheme for the Harbour there would have to be a combined approach by all parties.</p> <p>A public /private sector proposal had been developed in 2019 that incorporated several owners at the harbour and had been presented at a high level to Planners and elected members how progress on this project has been limited.</p> <p>An outline proposal is also being developed by local entrepreneurs to utilise the NIWater treatment plant roof for an exciting innovative mixed-use scheme.</p> <p>Coupled with all this Council has developed proposals for the Mourne Gateway Project through BRCD, this project when implemented will transform this section of Newcastle and offers a new opportunity to attract visitors to the area.</p> <p>Since 2011 there has been several ad hoc initiatives at the Harbour however the landscape has changed significantly in Newcastle in recent years. Much of the Masterplan has been developed and the emergence of the Mourne gateway project has moved the focus of future development much closer to the Harbour, with this in mind proposals are being developed to review the SE Coast Masterplan along with the other 3 Masterplans for the District and this would provide an opportunity to review the Harbour proposals in context of the wider development of Newcastle.</p>
3.0	Recommendations
3.1	Council to review the Conservation Plan for Newcastle developed in 2011 as part of an overall review of the Councils 4 No masterplans, a proposal for which is being developed with DfC and will be brought to a future ERT Committee.
4.0	Resource implications
4.1	To be provided at next stage when Masterplan review proposals are being brought forward.
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	<p>Due regard to Rural Needs (please tick all that apply)</p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p>Appendices</p>
	<p>N/A</p>
8.0	<p>Background Documents</p>
	<p>N/A</p>

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1. Live Applications

MONTH 2021/22	NEW APPLICATIONS	LIVE APPLICATIONS	LIVE APPLICATIONS OVER 12 MONTHS
April 2021	206	1,195	232
May 2021	204	1,238	228
June 2021	172	1,219	236
July 2021	176	1,190	224
August 2021	152	1,174	226

2. Live Applications by length of time in system

Month 2020/21	Under 6 months	Between 6 and 12 months	Between 12 and 18 months	Between 18 and 24 months	Over 24 months	Total
April 2021	770	193	81	54	97	1,195
May 2021	818	192	76	53	99	1,238
June 2021	777	206	82	43	111	1,219
July 2021	787	179	79	44	101	1,190
August 2021	754	194	84	49	93	1,174

3. Live applications per Case Officer

Month 2021/22	Average number of Applications per Case Officer
April	83
May	85
June	89
July	83
August	75

4. Decisions issued per month

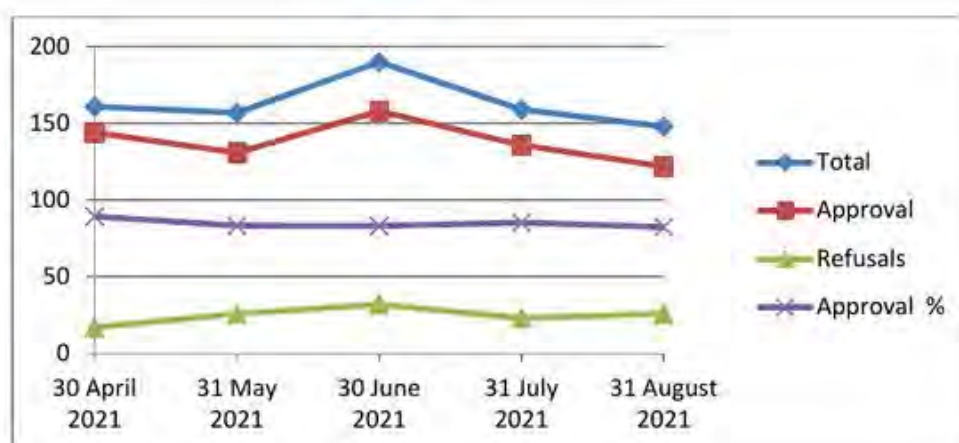
Month 2021/22	Number of Decisions Issued	Number of Decisions Issued under delegated authority
April	161	155
May	157	146
June	190	184
July	159	150
August	148	145

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5. Decisions Issued YTD

Month 2021/22	Number of Decisions Issued	Breakdown of Decisions	
April	161	Approvals (144)	89%
		Refusals (17)	11%
May	318	Approvals (275)	86%
		Refusals (43)	14%
June	508	Approvals (433)	85%
		Refusals (75)	15%
July	667	Approvals (569)	85%
		Refusals (98)	15%
August	815	Approvals (691)	85%
		Refusals (124)	15%



6. Enforcement Live cases

Month 2021/2022	<=1yr	1-2 yrs	2-3 yrs	3-4 yrs	4-5 yrs	5+yrs	Total
April	285	133	127	122	62	101	830
May	291	134	122	128	64	104	843
June	267	132	121	136	60	102	818
July	269	134	114	137	68	102	824
August	266	132	107	133	71	103	812

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7. Planning Committee

Month	Number of Applications presented to Committee	Number of Applications Determined by Committee	Number of Applications Withdrawn/ Deferred for future meeting	Number of Officer recommendation overturned
8 April 2021	14	11	3	3
5 May 2021	16	8	8	3
2 & 30 June 2021 (Meetings cancelled)	-	-	-	-
28 July 2021	15	7	8	2
25 August 2021	15	9	6	6
Totals	60	35	25	14

8. Appeals

Planning Appeal Commission Decisions issued during period 1 July 2021 to 31 August 2021

Area	Number of current appeals	Number of decisions issued	Number of decisions Allowed	Number of decisions Dismissed	Withdrawn
Newry & Mourne	17	0	0	0	0
Down	28	1	1	0	0
TOTAL	45	1	1	0	0

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Statutory targets monthly update - June 2021 (unvalidated management information)

Newry, Mourne and Down

Major applications (target of 30 weeks)					Local applications (target of 15 weeks)				Cases concluded (target of 39 weeks)					
	Number received	Number decided/ withdrawn ¹	Average processing time ²	% of cases processed within 30 weeks		Number received	Number decided/ withdrawn ¹	Average processing time ²	% of cases processed within 15 weeks		Number opened	Number brought to conclusion ³	"70%" conclusion time ³	% of cases concluded within 39 weeks
April	2	-	0.0	0.0%		172	143	16.6	43.4%		44	19	69.8	52.6%
May	2	1	35.4	0.0%		162	137	17.2	41.6%		31	31	69.4	64.5%
June	1	1	49.8	0.0%		170	173	16.8	42.8%		30	40	90.4	45.0%
July	0	-	0.0	0.0%		0	-	0.0	0.0%		0	-	0.0	0.0%
August	0	-	0.0	0.0%		0	-	0.0	0.0%		0	-	0.0	0.0%
September	0	-	0.0	0.0%		0	-	0.0	0.0%		0	-	0.0	0.0%
October	0	-	0.0	0.0%		0	-	0.0	0.0%		0	-	0.0	0.0%
November	0	-	0.0	0.0%		0	-	0.0	0.0%		0	-	0.0	0.0%
December	0	-	0.0	0.0%		0	-	0.0	0.0%		0	-	0.0	0.0%
January	0	-	0.0	0.0%		0	-	0.0	0.0%		0	-	0.0	0.0%
February	0	-	0.0	0.0%		0	-	0.0	0.0%		0	-	0.0	0.0%
March	0	-	0.0	0.0%		0	-	0.0	0.0%		0	-	0.0	0.0%
Year to date	5	2	42.6	0.0%		504	453	16.8	42.6%		105	90	76.8	53.3%

Source: NI Planning Portal

Notes:

1. CLUDS, TPOS, NMCS and PADS/PANs have been excluded from all applications figures

2. The time taken to process a decision/withdrawal is calculated from the date on which an application is deemed valid to the date on which the decision is issued or the application is withdrawn. The median values have the potential to inflate the mean, leading to a result that may not be considered as "typical".

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3. The time taken to conclude an enforcement case is calculated from the date on which the complaint is received to the earliest date of the following: a notice is issued; proceedings commence; a planning application is submitted. The average time taken to conclude an enforcement case is determined by sorting data from its lowest to highest values and then taking the data point at the 70th percentile of the sequence.

Report to:	Enterprise Regeneration & Tourism Committee
Date of Meeting:	Monday 13 th September 2021
Subject:	DFI Greenway and Active Travel – Call for Applications
Reporting Officer (Including Job Title):	Jonathan McGilly – Assistant Director of ERT
Contact Officer (Including Job Title):	Seamus Crossey – Project Officer

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

For decision ☐ For noting only ☒

1.0	Purpose and Background
1.1	<p><u>Purpose</u> To seek approval for the recommendations as set out in Section 3.1</p> <p><u>Background</u> The Department For Infrastructure (DFI) issued a call to Councils, for 'Greenway and Active Travel Projects' following the Minister's announcement on 15th June 2021 of a further £20 million of capital funding to develop a safer, cleaner travel culture.</p> <p>Greenway projects could potentially receive capital grant funding this financial year (2021/22). This could be in respect of a project where construction is programmed to begin during this financial year or a project to which the Council is committed and preliminary work and / or design work is to be undertaken during this financial year and the associated costs will be capitalised in the Council's accounts.</p> <p>Following receipt of a completed form, the DFI will consider whether the project should be supported to the level of 50% of eligible costs. Councils will be notified of this and a business case will be sought for projects that are successful as approval of the business case will be key to securing capital grant funding from the Minister's Blue / Green Infrastructure Fund.</p> <p>DFI is also able to offer support for other small-scale active travel infrastructure projects that Councils wish to take forward. These could include secure cycle parking and bike repair stations. In these cases, the DFI would be willing to consider a 100% capital grant on the basis that the Council (or other organisations working with the Council) would be willing to provide a site for locating the infrastructure and to take on responsibility for the operation, maintenance and upkeep of the facility.</p>
2.0	Key issues
2.1	<p>With DFI Applications for both Greenways/Blueways and Active Travel having to be submitted by the 31st August 2021, Council have put forward the following potential project concepts for consideration:</p> <ul style="list-style-type: none"> - Downpatrick to Ballyduggan GW - Ballyduggan to Newcastle GW

	<ul style="list-style-type: none"> - Maghera to Newcastle – Active Travel Route - Ballynahinch to Montalto BW - Bann Road Castlewellan Park and Share - Newry City Connection GW - Quoile to Grove BW - Tipperary Wood Newcastle – Active Travel Route - Rostrevor to Warrenpoint to Newry – Active Travel Route <p>DFI have now received the Council applications and will reply in due course to confirm if any of the above outline concepts are eligible for support.</p> <p>DFI have advised that further applications will be consider on a rolling basis.</p>
3.0	Recommendations
3.1	Council to 'Note' the submission to the DFI Active Travel Section in regards the above outlined applications and report back in due course on the outcome.
4.0	Resource implications
4.1	Council have no monies set aside in either Revenue or Capital for this initiative.
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