

NEWRY MOURNE AND DOWN DISTRICT COUNCIL

**Minutes of Strategy Policy & Resources Committee Meeting held on
Thursday 16 June 2022 at 6.00pm via Microsoft Teams & in the
Mourne Room, Downshire Civic Centre**

In the Chair: Councillor O Hanlon (Chamber)

In Attendance in Chamber Councillor P Byrne
Councillor H Gallagher
Councillor R Howell
Councillor O Magennis
Councillor D Murphy
Councillor A McMurray
Councillor B Ó Muirí
Councillor G Sharvin

In Attendance via Teams: Councillor G Hanna
Councillor A Lewis
Councillor D Taylor

**Also in Attendance
via Teams:** Councillor H McKee

**Officials in Attendance
In chamber:** Mrs M Ward, Chief Executive
Mrs D Carville, Director Corporate Services
Mr M Lipsett, Director Active & Healthy Communities
Mrs C Miskelly, Assistant Director Corporate Services
(HR & Safeguarding)
Mrs A Robb, Assistant Director Corporate Services
(Administration)
Mr G Byrne, Assistant Director of Finance (Acting)
Mr C Boyd, Assistant Director Estates & Project Management
Mr A Grimshaw, Project Director NCCR
Mrs E Cosgrove, Head of Compliance
Miss S Taggart, Democratic Services Manager (Acting)
Mrs L Cummins, Democratic Services Officer

**Also in Attendance:
Via Teams:** Mrs N Largey, Legal Advisor, Belfast City Council

SPR/095/2022: APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillors Rice and Trainor and Mr C Mallon, Director of Enterprise Regeneration and Tourism.

The Chairperson advised an additional item had been added to the agenda - To agree start times for Strategy Policy Committee Meetings for June 2022 – May 2023. (Copy circulated)

Agreed: **On the proposal of Councillor Hanlon, seconded
by Councillor Howell, it was agreed that the Strategy, Policy
and Resources Committee Meetings would commence
monthly at 6.00pm.**

SPR/096/2022: DECLARATIONS OF INTEREST

There were no declarations of interest.

SPR/097/2022: ACTION SHEET ARISING FROM STRATEGY, POLICY AND RESOURCES COMMITTEE MEETINGS HELD ON THURSDAY 12 MAY 2022

Read: Action Sheet of the Strategy, Policy and Resources Committee Meeting held on Thursday 12 May 2022. **(Copy circulated)**

Agreed: **It was agreed on the proposal of Councillor Howell, seconded by Councillor Magennis to approve the action sheet from the Strategy, Policy and Resources Committee Meeting held on 12 May 2022.**

SPR/098/2022: DRAFT PUBLICATION SCHEME V2.3

Read: Report dated 16 June 2022 from Mrs E Cosgrove, Head of Compliance, regarding, Draft Publication Scheme. **(Copy circulated)**

In response to a query raised by Councillor Byrne, Mrs Cosgrove clarified that Council did consider all the recommendations provided by ICO however the team had concluded a recent exercise and to repeat this would be time consuming. She stated the suggestion was to maintain the current approach, whereby any requests received would be forwarded directly to legal and they would process same, in an open and transparent manner.

Agreed: **It was agreed on the proposal of Councillor Gallagher, seconded by Councillor Howell that Elected Members approve the draft Publication Scheme and publish the following on the website:**

- **Policies and procedures (where applicable) for the provision of services.**
- **Register of Gifts and Hospitality.**

SPR/099/2022: PERFORMANCE IMPROVEMENT PLAN 2022-23

Read: Report dated 16 June 2022 from Mrs D Carville, Director of Corporate Services, regarding, Performance Improvement Plan 2022-23. **(Copy circulated)**

Agreed: **It was agreed on the proposal of Councillor Byrne, seconded by Councillor Gallagher that Elected Members approve the following recommendations:**

- **The Performance Improvement Plan 2022-23 (including the five performance improvement objectives), Consultation and Engagement Report 2022-23 and Objective Delivery Plans 2022-23**
- **That the Performance Improvement Plan 2022-23 is published before 30 June 2022, ahead of full Council ratification, in order to meet the statutory deadline.**

SPR/100/2022: DIRECTORATE BUSINESS PLANS

Read: Report dated 16 June 2022 from Mrs M Ward, Chief Executive, regarding, Directorate Business Plans. **(Copy circulated)**

Agreed: **It was agreed on the proposal of Councillor Magennis, seconded by Councillor Howell that Elected Members approve the following recommendations:**

- **Assessment of the Chief Executive’s Business Plan and Corporate Services Directorate Business Plan 2021-22.**
- **Chief Executive’s Business Plan and Corporate Services Directorate Business Plan 2022-23.**

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

Agreed: **On the proposal of Councillor Sharvin, seconded by Councillor Gallagher it was agreed to exclude the public and press from the meeting during discussion on the next matter which related to exempt information by virtue of para. 3 of Part 1 of Schedule 6 of the Local Government (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.**

SPR/101/2022: PROPOSED RENEWAL OF LEASE OF LANDS AT KILMOREY STREET, NEWRY

Read: Report dated 16 June 2022 from Mr F O’Connor, Head of Legal Administration (Acting), regarding proposed renewal of lease of lands at Kilmorey Street, Newry. **(Copy circulated)**

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

Agreed: **On the proposal of Councillor Byrne, seconded by Councillor Sharvin, it was agreed to renew the lease from the Department of Infrastructure in respect of the lands outlined in green on the map attached to the officer’s report for a further term of 5 years commencing on 1st April 2022, subject to a peppercorn rent.**

SPR/102/2022: PROPOSED SALE OF LANDS AT TYRELLA, DOWNPATRICK

Read: Report dated 16 June 2022 from Mr F O’Connor, Head of Legal Administration (Acting), regarding proposed sale of lands at Tyrella, Downpatrick **(Copy circulated)**

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

Agreed: On the proposal of Councillor Gallagher, seconded by Councillor Murphy, it was agreed that Elected Members approve the following recommendations:

- That the lands marked C on Map 1 are transferred to the neighbouring landowner identified in the officer's report for nil consideration in light of his exclusive occupation of the lands for more than 12 years subject to Departmental Consent.
- That the area shown shaded green on Map 1 are sold to the neighbouring landowner identified in the officer's report for the value determined by Council's valuer.

SPR/103/2022: AGILE WORKING POLICY

Read: Report dated 16 June 2022 from Mr E Devlin, Assistant Director Health and Wellbeing, regarding Agile Working Policy. **(Copy Circulated)**

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

Agreed: On the proposal of Councillor Gallagher, seconded by Councillor Ó Muirí, it was agreed that Elected Members approve the adoption of the Agile Working Policy as per the officer's report.

SPR/104/2022: ILL HEALTH RETIREMENT POLICY

Read: Report dated 16 June 2022 from Mrs C Miskelly, Assistant Director Corporate Services, regarding Ill Health Retirement Policy. **(Copy Circulated)**

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

Agreed: On the proposal of Councillor Sharvin, seconded by Councillor Howell, it was agreed that Elected Members approve the introduction of a new Ill Health Retirement Policy.

SPR/105/2022: SPECIAL LEAVE PROVISIONS POLICY

Read: Report dated 16 June 2022 from Mrs C Miskelly, Assistant Director Corporate Services, regarding Special Leave Provisions Policy. **(Copy Circulated)**

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

Agreed: On the proposal of Councillor Gallagher, seconded by Councillor Magennis, it was agreed that Elected Members approve the introduction of the Special Leave Provisions Policy.

SPR/106/2022: BRC D AND COMPLEMENTARY FUND RESOURCES

Read: Report dated 16 June 2022 from Mrs D Carville, Director Corporate Services, regarding BRCD and Complementary Fund Resources. **(Copy circulated)**

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

Agreed: On the proposal of Councillor Murphy, seconded by Councillor Magennis, it was agreed that Elected Members approve the appointment of 2Nr Project Managers as permanent staff to support the work of the Programme boards to deliver the BRCD projects identified in the report.

SPR/107/2022: CIVIC REGIONAL HUB – RIBA STAGE 2 REPORT

Read: Report dated 16 June 2022 from Mr C Mallon, Director Enterprise, Regeneration and Tourism regarding Civic Regional Hub – RIBA Stage 2 Report. **(Copy circulated)**

Councillor McMurray asked that his concerns regarding the project be noted.

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

Agreed: On the proposal of Councillor Murphy, seconded by Councillor Ó Muirí, it was agreed that Elected Members note the contents of the report and approve the following recommendations;

- Council accepts the Stage 2 report as presented for the Civic & Regional Hub and public realm, and Council progresses to RIBA Stage 3 - Spatial Co-ordination;
- Council proceeds with the procurement for an Integrated Supply Team (IST);
- That the Pre-Application Notice (PAN) is concluded and Council proceeds with the submission of the full planning application.

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014

FOR NOTING –

SPR/108/2022: STRATEGIC FINANCE WORKING GROUP ACTION SHEET – 16 MAY 2022

Read: Strategic Finance Working Group Action Sheet held on 16 May 2022. **(Copy circulated)**

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

Agreed: On the proposal of Councillor Sharvin seconded by Councillor Howell, it was agreed to note the Strategic Finance Working Group Action Sheet – 16 May 2022.

SPR/109/2022: YEAR END MANAGEMENT ACCOUNTS – 2021/22

Read: Report dated 16 June 2022 from Mr G Byrne, Assistant Director of Finance, regarding Year End Management Accounts – 2021/22 **(Copy circulated)**

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

Agreed: On the proposal of Councillor Hanna, seconded by Councillor Ó Muirí, it was agreed that Elected Members note the Year End Management Accounts 2021/22.

FOR NOTING -

SPR/110/2022: FRIENDS OF THE SOMME – YEARLY SUBSCRIPTION 2022/2023

Read: Letter dated 25 May 2022 from The Somme Association, regarding Yearly Subscription 2022/2023. **(Copy circulated)**

Agreed: On the proposal of Councillor Hanna, seconded by Councillor Murphy, it was agreed that Elected Members note the correspondence received and approval given for Councillors Lewis and Hanna to attend the Somme Commemorations from 30th June – 2nd July 2022.

SPR/111/2022: NEWRY MOURNE AND DOWN DISTRICT COUNCIL'S ANNUAL FAIR EMPLOYMENT MONITORING RETURN – 2 JANUARY 2021 – 1 JANUARY 2022

Read: Report dated 16 June 2022 from Mrs C Miskelly, Assistant Director Corporate Services: (HR & Safeguarding) regarding, Newry Mourne and Down District Council's Annual Fair Employment Monitoring Return – 2 January 2021 – 1 January 2022. **(Copy circulated)**

Agreed: On the proposal of Councillor Hanna, seconded by Councillor Murphy, it was agreed that Elected Members note the correspondence received.

SPR/112/2022: SICKNESS ABSENCE

Read: Report dated 16 June 2022 from Mrs C Miskelly, Assistant Director Corporate Services, regarding Sickness Absence. **(Copy circulated)**

Agreed: On the proposal of Councillor Hanna, seconded by Councillor Murphy, it was agreed that Elected Members note the contents of the report and also note the following measures in relation to sickness absence.

- **ASM have provided satisfactory assurance in relation to the Managing Attendance Procedure and the controls in place to manage sickness absence.**
- **Absence data is analysed and reported on a quarterly basis to both the Senior and Corporate Management Teams to identify opportunities for targeted interventions.**
- **Sickness Absence forms part of the Corporate Risk Register and performance monitored on the Corporate Dashboard.**

SPR/113/2022: **MINUTES OF NEWRY CITY CENTRE REGENERATION PROGRAMME BOARD MEETING HELD ON 13 JUNE 2022**

Agreed: On the proposal of Councillor Hanna, seconded by Councillor Murphy, it was agreed to note the minutes of Newry City Centre Regeneration Programme Board Meeting held on 13 June 2022.

The Chairperson advised that it was Mrs Carville's last meeting and thanked her for her professionalism in the role and wished her well in her new post.

There being no further business, the Meeting concluded at 18.52pm.

For adoption at the Council Meeting to be held on Monday 04 July 2022.

Signed: **Councillor Oonagh Hanlon**
Chairperson

Signed: **Dorinnia Carville**
Director Corporate Services