



September 13th, 2017

**Notice Of Meeting**

You are invited to attend the Strategy Policy and Resources Committee Meeting to be held on **Thursday, 14th September 2017 at 5:00 pm** in **Mourne Room, Downshire.**

The Members of the Strategy Policy and Resources Committee are:-

Chair: Councillor T Hearty

Vice Chair: Councillor A McMurray

Members: Councillor P Byrne Councillor R Burgess

Councillor M Carr Councillor S Doran

Councillor C Enright Councillor D Hyland

Councillor O McMahon Councillor M Murnin

Councillor B Ó'Muirí Councillor M Ruane

Councillor M Savage Councillor G Sharvin

Councillor W Walker


# Agenda

## 1.0 Apologies

Adam Wilkinson

## 2.0 Declarations of Interest


## 3.0 Action Sheet of the Strategy, Policy and Resources Committee Meeting held on 17 August 2017 (copy attached)

 *SPR-17082017.pdf*

*Page 1*

## 4.0 Minutes of Elected Member Development Working Group held on 9 August 2017 (copy attached)

For Noting.

 *EMDWG - 9 Aug 2017.pdf*

*Page 8*

## 5.0 Fair Employment Results (copy attached)

 *Fair Employment Report to SPRC 14-09-17.pdf*

*Page 11*

 *Completed Annual Monitoring Return 010117.pdf*

*Page 13*

## 6.0 Alcohol Bye-laws (copy attached)

 *Alcohol Byelaws.pdf*

*Page 25*

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### *Corporate Services - Democratic Services*

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## 7.0 National Association of Councillors - Membership of UK Executive Committee (copy attached)

 *NAC PRF september 2017.pdf*

*Page 27*

## 8.0 Recording of Planning Committee Meetings

 *Recording Planning Committee Meetings.pdf*

*Page 28*

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### *Performance*

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## 9.0 Assessment of Performance 2016-17 (copy attached)

 *Appendix 1 Assessment of Performance 2016-17.pdf*

*Page 31*

**Items Restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (NI) 2014**

## 10.0 Hamill Case Report (copy attached)

This item is deemed to be restricted by virtue of paragraph 5 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - Information in relation to which a claim for legal professional privilege could be maintained in legal proceedings, and the public may, by resolution, be excluded during this item of business.

 *Hamill case report.pdf*

*Not included*

## 11.0 Redundancy report

Report to be circulated at the meeting.

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

## 12.0 Down Leisure Centre - Pool Drowning Detection System &#40;copy attached&#41;

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

 *Pool Drowning System.pdf*

*Not included*

# Invitees

Cllr Terry Andrews	<a href="mailto:terry.andrews@nmandd.org">terry.andrews@nmandd.org</a>
Cllr Naomi Bailie	<a href="mailto:naomi.bailie@nmandd.org">naomi.bailie@nmandd.org</a>
Cllr Patrick Brown	<a href="mailto:patrick.brown@nmandd.org">patrick.brown@nmandd.org</a>
Cllr Robert Burgess	<a href="mailto:robert.burgess@nmandd.org">robert.burgess@nmandd.org</a>
Cllr Stephen Burns	<a href="mailto:stephen.burns@nmandd.org">stephen.burns@nmandd.org</a>
Lorraine Burns	<a href="mailto:lorraine.burns@nmandd.org">lorraine.burns@nmandd.org</a>
Cllr Pete Byrne	<a href="mailto:pete.byrne@nmandd.org">pete.byrne@nmandd.org</a>
Mr Gerard Byrne	<a href="mailto:gerard.byrne@nmandd.org">gerard.byrne@nmandd.org</a>
Cllr Michael Carr	<a href="mailto:michael.carr@nmandd.org">michael.carr@nmandd.org</a>
Mrs Dorinnia Carville	<a href="mailto:dorinnia.carville@nmandd.org">dorinnia.carville@nmandd.org</a>
Cllr charlie casey	<a href="mailto:charlie.casey@nmandd.org">charlie.casey@nmandd.org</a>
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Cllr Dermot Curran	<a href="mailto:dermot.curran@nmandd.org">dermot.curran@nmandd.org</a>
Cllr Laura Devlin	<a href="mailto:laura.devlin@nmandd.org">laura.devlin@nmandd.org</a>
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Mr Patrick Green	<a href="mailto:patrick.green@nmandd.org">patrick.green@nmandd.org</a>
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Cllr William Walker	<a href="mailto:william.walker@nmandd.org">william.walker@nmandd.org</a>
Mrs Marie Ward	<a href="mailto:marie.ward@nmandd.org">marie.ward@nmandd.org</a>
Adam Wilkinson	<a href="mailto:adam.wilkinson@nmandd.org">adam.wilkinson@nmandd.org</a>

**ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) – THURSDAY 15 SEPTEMBER 2016 –**

**ITEMS STILL IN PROGRESS OR ON-GOING.**

<b>ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2015</b>					
SPR/210/2016	Derelict Site- Daisy Hill, Newry	<p>Agreed to:</p> <p>Declare the land as surplus.</p> <p>Request LPS to provide a current market valuation and a recommendation on the most appropriate way to dispose of the land.</p>	<p>A Robb</p> <p>A McKay</p>	Matter with Estates Department And further instructions awaited.	

**ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) – THURSDAY 13 OCTOBER 2016 – ITEMS STILL IN PROGRESS OR ON-GOING.**

<b>ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2015</b>					
SPR/236/2016	Right of Way Proposal at Ballyedmond, Killowen, Rostrevor	<p>It was agreed to accept the officer's recommendations as follows:</p> <ul style="list-style-type: none"> <li>Approval of the details of the proposed Killowen Coastal Path around the Big Moat at Ballyedmond as per the presentation at the meeting, ie. the design drawings and technical specification.</li> <li>A joint application for Planning Permission will be submitted by the Ballyedmond Estate and the Council for the creation of the proposed Coastal Path as per the approved details.</li> </ul>	A Robb	<p>On-going.</p> <p><i>Ballyedmond Estates Consultants updating the Ecological Impact Assessments and collating additional information. It is envisaged that this will require approximately two months to complete.</i></p>	

**ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) – THURSDAY 17 NOVEMBER**

**2016 – ITEMS STILL IN PROGRESS OR ON-GOING.**

SPR/250/2016	Disposal of Land at Carnbane Road, Newry beside Carnbane Playing Fields	<ul style="list-style-type: none"> <li>• Council to express an interest in the disposal of land at Carnbane Road, Newry as this land is important for the future management and development of Carnbane Playing Fields and the land is under Council control as present. The acquisition will also resolve any discrepancies in the Council boundary.</li> <li>• Council to seek a transfer at nominal value in the first instance.</li> <li>• If Council is successful in acquiring this land, the Council agree to re-imburse NIE for any costs incurred in the relocation of their equipment on this site in the event of development and also agree to enter into a Way leave Agreement with NIE for the equipment.</li> <li>• Easements may also be required for Transport NI, BT and NI Water.</li> </ul>	A Robb	Matter with LPS to provide a valuation.	
SPR/251/2016	Disposal of Land at Sugar Island, Newry	<p>Council to express an interest in the disposal of land at Sugar Island, Newry.</p> <p>Council to seek a transfer at nominal value in the first instance.</p>	B Magill	Matter with LPS to provide a valuation and for clarification as to whether advertising hoarding at this location is attached to the subject site.	
SPR/257/2016	Peace IV	Application to be submitted to Shared Spaces and Services funding call for the John Doyle Peace Centre.	J McCabe	Stage 2 Application submitted.	
SPR/282/2016	Correspondence from the Department for	Council to write to the Minister for Communities asking him to reconsider the decision not to progress the	L Hannaway	To be completed once a Minister for	

	Communities Regeneration Bill	Regeneration Bill.		Communities is in place.	
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**ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) – THURSDAY 17 AUGUST 2017**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SPR/139/2017	LDP Steering Group	Officers Report accepted.	A Hay	Agreed	
SPR/140/2017	LDP Member Workshops	Series of 4 Local Development Plan Member Workshops agreed.	A Hay	Agreed	
SPR/142/2017	Consultation/Engagement Framework	Consultation/Engagement Framework and approve the development of the Consultation/Engagement Toolkit adopted.	R Mackin	Adopted.	
SPR/145/2017	Report on Extension of Pilot Shopmobility Scheme in Newcastle	Word 'pilot' to be dropped in relation to this scheme and Council to go to tender to extend the Shopmobility Scheme across the District.	R Mackin	Approved.	
SPR/146/2017	Tender for the Provision of Advertising Agency Services and Corporate Design Services	Approved - tender for the provision of Advertising Agency Services and Corporate Graphic Design Services while building in any social clauses possible to ensure local organisations can tender for these services.	R Mackin	Approved.	
SPR/147/2017	Consultation Arrangements with Health & Social Care Trusts	<p>Approved - proposed arrangements for consultation with Southern and South Eastern Health and Social Care Trusts as set out below:</p> <ul style="list-style-type: none"> <li>Following consideration by the Party Representatives Forum the following is proposed in respect of the consultation arrangements with Southern and South Eastern Health and Social Care Trusts. Northern Ireland Ambulance Service will also be</li> </ul>	A Rennick	Approved.	

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>invited to attend.</p> <ul style="list-style-type: none"> <li>The Council hold a Council meeting with the Southern and South Eastern Trusts to discuss issues relating to Health Service provision in the Newry, Mourne and Down District twice yearly.</li> <li>Should a relevant issue arise which requires addressing on an urgent basis, additional meetings may be arranged on an ad hoc basis. The Trust may use these Fora as a means of consultation.</li> <li>Six weeks prior to the quarterly meeting the Southern and South Eastern Health Working Groups will meet to identify issues and concerns. These will be Chaired by the Chairperson of Council.</li> </ul>			
SPR/149/2017	Local Government Training Group Arrangements and Membership Fees	Agreed to note contents of report and support the Local Government Training Group and payment of the membership fees.	C Miskelly	Noted.	
SPR/150/2017	Financial Regulations	NMDDC Financial Regulations approved.	K Montgomery	Approved.	



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

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SPR/148/2017	SRA Allowances	Accepted - the officer's recommendation in line with arrangements made in 2015/16 and 2016/17 that 50% of one unallocated SRA be paid to the Chair of the Planning Committee, with the remaining 50% being divided among the other positions which received SRA payments and this arrangement be back-dated to 1 June 2017; and that an amendment proposed by Councillor Byrne and seconded by Councillor Murnin had been defeated.	E McParland	Approved.	
SPR/128/2017	Management Accounts	Noted.	Ken Montgomery	Noted.	
SPR/129/2017	Lease Agreement – Unit 1 Warrenpoint Square	Report noted.  Recommendation in paragraph 3.0 approved - that the Council agree to the early termination of the Lease in respect of Unit 1, the Square, Warrenpoint and seek to identify a new tenant via expressions of interest, with a rent review being carried out before letting to any new tenant.	A Robb	Matter subject to call-in period 7/9/17	
SPR/130/2017	Regulating Lease of Foreshore for Newry & Mourne	Approved - recommendations in paragraph 3.0 of the Officer's Report and proceed to finalise the new Head Regulating Foreshore Lease for Newry and Mourne with the Crown Estate Commissioners in line with the recommendations listed in paragraphs 3.1 to 3.8 of the Officer's Report.	A Robb	Matter subject to call-in period 7/9/17	

SPR/131/2017	Complaint to NI Public Service Ombudsman	Consolatory payment authorised in the sum outlined in the Officer's Report at paragraph 3.1, as recommended by the N Ireland Ombudsman.		Approved.	
SPR/132/2017	Down Leisure Centre	Design changes agreed listed in paragraph 3.1 of the Officer's Report in relation to: Substructure redesign; structural concrete columns; curtain walling and windows; lift 2 to second floor; works to vitality pool totalling the sum as detailed in the Officer's Report and also noting that the overall contract value remains within the agreed spend.	T McClean	Agreed.	
SPR/133/2017	Request re Redundancy Approval	Agreed by 5 votes to 4 that the report be referred back to Officers for further consideration and report back to Committee; a proposal by Councillor Ruane, seconded by Councillor O'Muire that the contents of the Officer's Report be approved, having been amended.	C Miskelly	Agenda item at SPR 14.09.2017	
SPR/134/2017	Wifi Deployment Process	Contents of the Officer's Report noted outlining the approach to determining where and when the new wifi solution would be deployed.	G Ringland	Noted.	



## Newry Mourne & Down District Council

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### Report of Elected Member Development Working Group Meeting held on Wednesday 9 August 2017 at 11.30 am, in the Training Room District Council Offices Monaghan Row Newry

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**In the Chair:** Councillor G Stokes

**In attendance:** Councillor T Andrews  
Councillor C Casey  
Councillor M Ruane  
Councillor D Taylor

**Officials in attendance:** Mr L Hannaway Chief Executive  
Ms M Ward Director Enterprise Regeneration & Tourism  
Ms D Carville Director Corporate Services  
Ms H McElroy Learning & Development Manager  
Ms E McParland Democratic Services Manager  
Ms L Dillon Democratic Services Officer

### APOLOGIES

None.

### **ACTION SHEET**

#### **ELECTED MEMBER DEVELOPMENT WORKING GROUP MEETING MONDAY 12 SEPTEMBER 2016**

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**Read:** Elected Member Development Working Group Meeting held on  
Monday 12 September 2016. **(Copy circulated)**

**AGREED:** It was agreed to approve the Action Sheet of the Elected Member  
Development Working Group Meeting held on Monday 12  
September 2016.

### UPDATE RE: E LEARNING

Ms McElroy gave a verbal update regarding E Learning. She said no progress had been made at this stage regarding E Learning but it was hoped to launch this initiative in October 2017. She said Officers would obtain feedback from Elected Members regarding the E Learning initiative to ensure the modules were fit for purpose and they would also look at the initiative being opened to all Elected Members. Due to the pending launch there was a discussion as to whether any

member of the EMDWG or nominees would also want to view modules and provide feedback. It was agreed to update all Elected Members on the progress of the NMDDC eLearning Management System.

**AGREED:** Ms H McElroy arrange for an email to be sent to all Councillors explaining the background regarding E Learning and to seek feedback from Members.

A presentation be made at the next Elected Member Development Working Group Meeting regarding the up to date position on E Learning.

## **NILGA**

### **SUB REGIONAL COMPLIANCE AWARENESS SESSIONS**

Read: Details regarding NILGA Sub Regional Compliance Awareness Sessions for Councillors. **(Copy circulated)**

**AGREED:** It was agreed to note details regarding NILGA Sub Regional Compliance Awareness Sessions for Councillors.

### **ELECTED MEMBER LEARNING & DEVELOPMENT NEEDS 2017-2018**

Read: Programme of Training for Elected Members (June 2017 – March 2018). **(Copy circulated)**

**AGREED:** Elected Members to advise Ms McElroy if they wished to be enrolled on any training or if they wished for any training to be provided 'in house'.

**AGREED:** Ms McElroy circulated details of Open Course Programme released by the Local Government Training Group which Members may wish to attend. Members to advise Ms E McParland Democratic Services Manager.

**Noted:** Councillors advised they were of the view that as they were now in Year 3 of the current Council term, the focus on training should now be on an Induction programme for the incoming Council.

### **EMAIL PROJECT**

Ms D Carville Director Corporate Services gave an update regarding the Email

Project.

**AGREED:** It was agreed Members consult with Party colleagues regarding the development of a new email package for the Council in order to provide Officers with the views of Members before finalising a specification for a new email package.

### **NEWRY CIVIC CENTRE PROJECT**

Ms M Ward Director Enterprise Regeneration & Tourism gave an update regarding Newry Civic Centre project.

Mr C Crossan SIBNI gave a presentation regarding the Newry Civic Centre Project.

**AGREED:** An update regarding the Newry Civic Centre Project will be reported back via the Strategic Projects Working Group meeting in September 2017 and thereafter to the Council Meeting.

**Noted:** It was noted if any Party grouping on the Council wished to meet with SIBNI that this can be arranged via Ms M Ward's Office.

### **DATE FOR NEXT MEETING**

**AGREED:** The next meeting of the Elected Member Development Working Group to be scheduled in October 2017. However, if a meeting was required sooner then this would be arranged.

The meeting concluded at 1.15pm.

**Signed:** Mr L Hannaway  
Chief Executive

<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	14 September 2017
<b>Subject:</b>	Newry, Mourne and Down District Council's Annual Fair Employment Monitoring Return; 2 January 2016 – 1 January 2017
<b>Reporting Officer (Including Job Title):</b>	Catrina Miskelly (Assistant Director Corporate Services: (HR & Safeguarding)
<b>Contact Officer (Including Job Title):</b>	Anne Jennings (HR Business Support Manager)

**Decisions required:**

For information.

**1.0 Purpose and Background:**

- 1.1 The Council is required under Article 52 of the Fair Employment and Treatment (NI) Order 1998 and Regulations 17 and 18 of the Fair Employment (Monitoring) Regulations (NI) 1999 (as amended) to annually prepare and submit a monitoring return to the Equality Commission for Northern Ireland (ECNI).
- 1.2 The Council's Annual Fair Employment Monitoring Return for year ended 1 January 2017, was submitted to the ECNI on 28 April 2017 (a copy of this is enclosed with this report).

**2.0 Key issues:**

- 2.1 A comparison of the Council's 2016 and 2017 Annual Fair Employment Monitoring is provided at 2.2 of this report and illustrates:
- Numbers of employees at 1 January 2017 compared 1 January 2016
  - Community background of employees at 1 January 2017 compared to 1 January 2016
  - Numbers of applicants, appointees and leavers, during the years ending 1 January 2016 and 1 January 2017; including community background comparisons

2.2	2016	Totals	P	RC	ND	2017	Totals	P	RC	ND
	<b>EMPLOYEES</b>	925	18.05%	77.73%	4.22%	<b>EMPLOYEES</b>	918	18.41%	77.45%	4.14%
	<b>Male</b>	59.46%				<b>Male</b>	59.59%			
	<b>Female</b>	40.54%				<b>Female</b>	40.41%			
	<b>APPLICANTS</b>	648	21.14%	72.99%	5.86%	<b>APPLICANTS</b>	767	17.08%	74.05%	8.87%
	<b>APPOINTEES</b>	46	13.04%	86.96%	0.00%	<b>APPOINTEES</b>	98	21.43%	72.45%	6.12%
	<b>LEAVERS</b>	106	15.09%	77.36%	7.55%	<b>LEAVERS</b>	79	18.99%	75.95%	5.06%

**3.0 Recommendations:**

- 3.1 To note the contents of this report.

**4.0 Resource implications**

- 4.1 None at this time.

<b>5.0</b>	<b>Equality and good relations implications:</b>	12
5.1	Between November 2016 and February 2017 a training programme was rolled out on Promoting Dignity at Work to all Council employees, promoting a good and harmonious working environment.	
<b>6.0</b>	<b>Appendix</b>	
	Annual Fair Employment Monitoring Return year ended 1 January 2017	

# FAIR EMPLOYMENT MONITORING RETURN

DATE: 28/04/17

## FAIR EMPLOYMENT (NORTHERN IRELAND) ORDER 1998

TIME: 09:29:46

## FAIR EMPLOYMENT (MONITORING) REGULATIONS (NORTHERN IRELAND) 1999

13

The monitoring return is in five parts.

Parts A, B and E must be completed by ALL Registered Employers and Public Authorities.

Part C to be completed ONLY by Registered Employers and Public Authorities who have employed apprentices i.e. employees employed under a contract of apprenticeship during the twelve month period ending on the date at A2.

Part D must be completed ONLY by Registered Employers with more than 250 employees and Public Authorities.

Guidance notes to assist you in completing your monitoring return are included throughout this form.

### PART A

A1. Registration Number	38163
A2. Date to which the report relates	01/01/17
A3. Deadline for return	01/05/17

***Failure to complete and return this monitoring return to the  
Equality Commission for Northern Ireland by the date A3  
is a criminal offence and carries on conviction  
a fine of up to £5,000***



# GUIDANCE NOTES TO HELP YOU FILL IN YOUR FAIR EMPLOYMENT MONITORING RETURN

DATE: 28/04/17

TIME: 09:29:52

14

**Part A** - To be completed by all Registered Employers and Public Authorities.

**A2** The date to which this return relates is the date (or anniversary) of your date of registration with the Equality Commission for Northern Ireland.

**A6** List those premises, other than the address at A5, at which employees worked. It is not necessary for the employer to own or occupy the premises. If there is insufficient space in the form, continue on a separate sheet of paper and attach it to the form

**PART A** - To be completed by ALL Registered Employers and Public Authorities.

**A4. Name of employer** NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

**A5. Address** MONAGHAN ROW  
NEWRY

BT35 8DJ

**A6.. List other locations**

Amenity Skip Site (Camlough)  
Amenity Skip Site (Hilltown)  
Amenity Skip Site (Kilkeel)  
Amenity Skip Site (Newry)  
Amenity Skip Site (Newtownhamilton)  
Amenity Skip Site (Warrenpoint)  
Amenity Skip Sites (South Armagh)  
Annacloy DLC  
Annalong  
Annalong Harbour  
Annsborough N/C  
Ardglass  
Ardglass DLC  
Assumption  
Aughnagun Landfill Site  
Bagenal's Castle  
Ballykine HRC  
Ballykinlar  
Ballymote  
Ballynahinch  
Ballynahinch Centre  
Ballyvange Centre  
Bann Road Community Centre  
Bann Road HRC  
Barcroft Community Centre  
Bessbrook Community Centre  
Camlough General  
Camlough Lake/Newry Canal/Flagstaff  
Castlewellan (Bann Road)  
Castlewellan Community Centre  
City Centre Management Office  
Cloonagh Road  
Cloughreagh Community Centre  
Council Offices  
Countryside Facilities  
Cranfield Amenity Area

# **GUIDANCE NOTES TO HELP YOU FILL IN YOUR FAIR EMPLOYMENT MONITORING RETURN**

DATE: 28/04/17

TIME: 09:29:52

15

**Part A** - To be completed by all Registered Employers and Public Authorities.

**A2** The date to which this return relates is the date (or anniversary) of your date of registration with the Equality Commission for Northern Ireland.

**A6** List those premises, other than the address at A5, at which employees worked. It is not necessary for the employer to own or occupy the premises. If there is insufficient space in the form, continue on a separate sheet of paper and attach it to the form

**PART A** - To be completed by ALL Registered Employers and Public Authorities.

**A4. Name of employer** NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

**A5. Address** MONAGHAN ROW  
NEWRY

BT35 8DJ

Crossgar B/H

Crossmaglen Community Centre

Crossmaglen General

Crossmaglen HRC

Dan Rice Hall

Dan Rice Hall B/H

Delamont Country Park

Delamont Park

Donard Park N/C

Down Business Centre - Downpatrick

Down Civic Arts Centre

Down County Museum

Down Leisure Centre

Downpatrick

Downpatrick TIC

Downshire Civic Centre

Drumanakelly

Drumanakelly Landfill Site

Dundrum

Dundrum N/C

Dunleath DLC

European House

Forkhill Community Centre

Greenbank Council Offices

Household Recycling Centres within the District

Kilbroney Park

Kilkeel Bowling Green

Kilkeel General

Kilkeel Leisure Centre

Kilkeel Town Hall

Killough DLC

Killyleagh

Killyleagh Community Centre

Killyleagh KCC

Kilmore

Langley Road

Leisure Facilities



# **GUIDANCE NOTES TO HELP YOU FILL IN YOUR FAIR EMPLOYMENT MONITORING RETURN**

DATE: 28/04/17

TIME: 09:29:52

16

**Part A** - To be completed by all Registered Employers and Public Authorities.

**A2** The date to which this return relates is the date (or anniversary) of your date of registration with the Equality Commission for Northern Ireland.

**A6** List those premises, other than the address at A5, at which employees worked. It is not necessary for the employer to own or occupy the premises. If there is insufficient space in the form, continue on a separate sheet of paper and attach it to the form

**PART A** - To be completed by ALL Registered Employers and Public Authorities.

**A4. Name of employer** NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

**A5. Address** MONAGHAN ROW  
NEWRY

BT35 8DJ

Lislea/Camlough Community Centre

Magh-Inis House

Market House

McGrath Centre

Meadow/High Street

Monaghan Court

Monaghan Row Council Offices

Newcastle

Newcastle Centre

Newcastle TIC

Newry Arts Centre

Newry General

Newry Leisure Centre

Newry Pool & Kilkeel Leisure Centre

Newry SC/Newry SP/St Colmans

Newry Sports Centre

Newry Swimming Pool

Newry Town Hall

Newry Variety Market

O Fiaich House

Rostrevor General

Saintfield B/H

Slieve Gullion

St Colman's Sport and Community

Stranford DLC

Strangford Lough Office

Strangford Road Depot

Struell Cemetery

Three Ways/Derrybeg Community Centres

TIC St Patrick Visitor Centre

Tyrella/Murlough Beach

Warrenpoint

Warrenpoint General

Warrenpoint Park

Warrenpoint Town Hall

# MALE EMPLOYEES

17

## **PART B** To be completed by ALL Registered Employers and Public Authorities.

The information in this part of the form relates to the date at A2.

B7(a). Enter in the appropriate box the number of Full Time (FT), Part Time (PT) and Total (T) male employees on the date at A2 described in columns (2) to (4) who are employed in the major groups of the Standard Occupational Classification described in column (1).

(1) Standard Occupational Classification Major Groups	(2) No. of PROTESTANT MALE Employees			(3) No. of ROMAN CATHOLIC MALE Employees			(4) No. of MALE Employees WHOSE COMMUNITY CANNOT BE DETERMINED		
	FT	PT	T	FT	PT	T	FT	PT	T
1. MANAGERS AND SENIOR OFFICIALS	15	1	16	27	0	27	1	0	1
2. PROFESSIONAL	7	0	7	17	1	18	1	0	1
3. ASSOCIATE PROFESSIONAL AND	16	1	17	51	1	52	5	0	5
4. ADMINISTRATIVE AND SECRETARIAL	4	0	4	8	1	9	2	1	3
5. SKILLED TRADES	16	0	16	65	0	65	1	0	1
6. PERSONAL SERVICE	8	2	10	74	15	89	2	0	2
7. SALES AND CUSTOMER SERVICE	0	0	0	0	0	0	0	0	0
8. PROCESS, PLANT AND MACHINE	12	0	12	92	0	92	2	0	2
9. ELEMENTARY	13	0	13	83	0	83	2	0	2
<b>TOTALS</b>	<b>91</b>	<b>4</b>	<b>95</b>	<b>417</b>	<b>18</b>	<b>435</b>	<b>16</b>	<b>1</b>	<b>17</b>

B8(a). TOTAL NO. OF MALE EMPLOYEES AS ABOVE

547

B9(a). Enter in the appropriate box below (if applicable) the total number of male employees included in columns (2) and (3) above whose community has been determined using the residuary method of monitoring.

	No of Protestant Male employees			No of Roman Catholic Male employees		
	FT	PT	T	FT	PT	T
Male employees whose community has been determined under the residuary method of monitoring	0	0	0	13	0	13

# FEMALE EMPLOYEES

DATE: 28/04/17

TIME: 09:29:55

## PART B To be completed by ALL Registered Employers and Public Authorities.

18

The information in this part of the form relates to the date at A2.

B7(b). Enter in the appropriate box the number of Full Time (FT), Part Time (PT) and Total (T) female employees on the date at A2 described in columns (5) to (7) who are employed in the major groups of the Standard Occupational Classification described in column (1).

(1) Standard Occupational Classification Major Groups	(5) No. of PROTESTANT FEMALE Employees			(6) No. of ROMAN CATHOLIC FEMALE Employees			(7) No. of FEMALE Employees WHOSE COMMUNITY CANNOT BE DETERMINED		
	FT	PT	T	FT	PT	T	FT	PT	T
1. MANAGERS AND SENIOR OFFICIALS	7	0	7	24	1	25	1	0	1
2. PROFESSIONAL	4	0	4	17	0	17	0	0	0
3. ASSOCIATE PROFESSIONAL AND	16	3	19	60	7	67	10	1	11
4. ADMINISTRATIVE AND SECRETARIAL	34	3	37	129	6	135	5	1	6
5. SKILLED TRADES	1	0	1	2	0	2	0	0	0
6. PERSONAL SERVICE	5	0	5	16	4	20	1	2	3
7. SALES AND CUSTOMER SERVICE	0	0	0	0	0	0	0	0	0
8. PROCESS, PLANT AND MACHINE	0	0	0	2	0	2	0	0	0
9. ELEMENTARY	1	0	1	5	3	8	0	0	0
TOTALS	68	6	74	255	21	276	17	4	21

B8(b). TOTAL NO. OF FEMALE EMPLOYEES AS ABOVE

371

B9(b). Enter in the appropriate box below (if applicable) the total number of female employees included in columns (5) and (6) above whose community has been determined using the residuary method of monitoring.

	No of Protestant Female employees			No of Roman Catholic Female employees		
	FT	PT	T	FT	PT	T
Female employees whose community has been determined under the residuary method of monitoring	3	0	3	1	0	1



# APPLICANTS

DATE: 28/04/17

TIME: 09:29:55

19

## **PART B** To be completed by ALL Registered Employers and Public Authorities.

The information in this part of the form relates to the 12 month period ending on the date A2.

B10. Enter in the appropriate box the number of Applicants for employment in the major Standard Occupational Groups.

(1) Standard Occupational Classification Major Groups	(2) No. of PROTESTANT MALE Applicants	(3) No. of ROMAN CATHOLIC MALE Applicants	(4) No. of MALE Applicants WHOSE COMMUNITY CANNOT BE DETERMINED	(5) No. of PROTESTANT FEMALE Applicants	(6) No. of ROMAN CATHOLIC FEMALE Applicants	(7) No. of FEMALE Applicants WHOSE COMMUNITY CANNOT BE DETERMINED
1. MANAGERS AND SENIOR OFFICIALS	21	47	10	10	26	4
2. PROFESSIONAL	3	9	0	2	11	2
3. ASSOCIATE PROFESSIONAL AND	7	35	3	15	49	11
4. ADMINISTRATIVE AND SECRETARIAL	9	27	5	19	101	7
5. SKILLED TRADES	4	37	1	0	0	0
6. PERSONAL SERVICE	21	143	20	19	76	5
7. SALES AND CUSTOMER SERVICE	0	2	0	1	0	0
8. PROCESS, PLANT AND MACHINE	0	0	0	0	0	0
9. ELEMENTARY	0	5	0	0	0	0
<b>TOTALS</b>	<b>65</b>	<b>305</b>	<b>39</b>	<b>66</b>	<b>263</b>	<b>29</b>

B11. Enter into the appropriate box below the number of Applicants above who are male, the number who are female and the total number of applicants.

	Male	Female	Total
Applicants	409	358	767

B12. Enter in the appropriate box below (if applicable) the number of applicants included in columns (2), (3), (5) and (6) above whose community has been determined using the residuary method of monitoring.

	No of Protestant Male applicants	No of Roman Catholic Male applicants	No of Protestant Female applicants	No of Roman Catholic Female applicants
Applicants whose community has been determined under the residuary method of monitoring	0	1	1	0

# APPOINTEES

DATE: 28/04/17

TIME: 09:29:56

20

## PART B To be completed by ALL Registered Employers and Public Authorities.

The information in this part of the form relates to the 12 month period ending on the date A2.

B13. Enter in the appropriate box the number of Appointees (who are employees at B7(a) and B7(b)) in the major Standard Occupational Groups.

(1) Standard Occupational Classification Major Groups	(2) No. of PROTESTANT MALE Appointees	(3) No. of ROMAN CATHOLIC MALE Appointees	(4) No. of MALE Appointees WHOSE COMMUNITY CANNOT BE DETERMINED	(5) No. of PROTESTANT FEMALE Appointees	(6) No. of ROMAN CATHOLIC FEMALE Appointees	(7) No. of FEMALE Appointees WHOSE COMMUNITY CANNOT BE DETERMINED
1. MANAGERS AND SENIOR OFFICIALS	3	4	1	0	2	0
2. PROFESSIONAL	0	1	0	0	2	0
3. ASSOCIATE PROFESSIONAL AND	4	3	0	2	15	1
4. ADMINISTRATIVE AND SECRETARIAL	0	1	1	8	19	2
5. SKILLED TRADES	2	2	0	0	0	0
6. PERSONAL SERVICE	2	17	1	0	3	0
7. SALES AND CUSTOMER SERVICE	0	0	0	0	0	0
8. PROCESS, PLANT AND MACHINE	0	0	0	0	0	0
9. ELEMENTARY	0	2	0	0	0	0
TOTALS	11	30	3	10	41	3

B14. Enter into the appropriate box below the number of Appointees above who are male, the number who are female and the total number of appointees.

	Male	Female	Total
Appointees	44	54	98

B15. Enter in the appropriate box below (if applicable) the number of appointees included in columns (2), (3), (5) and (6) above whose community has been determined using the residuary method of monitoring.

	No of Protestant Male appointees	No of Roman Catholic Male appointees	No of Protestant Female appointees	No of Roman Catholic Female appointees
Appointees whose community has been determined under the residuary method of monitoring	0	0	0	0



PROMOTEES

DATE: 28/04/17  
TIME: 09:29:58

PART D To be completed ONLY by Registered Employers who employ more than 250 employees and by ALL Public Authorities.

The information in this part of the form relates to the 12 month period ending on the date A2.

D17. Enter in the appropriate box the number of Promotees (who are employees at A2) in the major groups of the Standard Occupational Classification described in column (1).

(1) Standard Occupational Classification Major Groups	(2) No. of PROTESTANT MALE Promotees	(3) No. of ROMAN CATHOLIC MALE Promotees	(4) No. of MALE Promotees WHOSE COMMUNITY CANNOT BE DETERMINED	(5) No. of PROTESTANT FEMALE Promotees	(6) No. of ROMAN CATHOLIC FEMALE Promotees	(7) No. of FEMALE Promotees WHOSE COMMUNITY CANNOT BE DETERMINED
1. MANAGERS AND SENIOR OFFICIALS	0	0	0	0	0	0
2. PROFESSIONAL	0	0	0	0	0	0
3. ASSOCIATE PROFESSIONAL AND	0	0	0	0	0	0
4. ADMINISTRATIVE AND SECRETARIAL	0	0	0	0	0	0
5. SKILLED TRADES	0	0	0	0	0	0
6. PERSONAL SERVICE	0	0	0	0	0	0
7. SALES AND CUSTOMER SERVICE	0	0	0	0	0	0
8. PROCESS, PLANT AND MACHINE	0	0	0	0	0	0
9. ELEMENTARY	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0

D18. Enter into the appropriate box below the number of Promotees above who are male, the number who are female and the total number of Promotees.

	Male	Female	Total
Promotees	0	0	0



LEAVERS

DATE: 28/04/17

TIME: 09:29:59

PART D To be completed ONLY by Registered Employers who employ more than 250 employees and by ALL Public Authorities.

The information in this part of the form relates to the 12 month period ending on the date A2.

D19. Enter in the appropriate box the number of Leavers in the major Standard Occupational Groups.

(1) Standard Occupational Classification Major Groups	(2) No. of PROTESTANT MALE Leavers	(3) No. of ROMAN CATHOLIC MALE Leavers	(4) No. of MALE Leavers WHOSE COMMUNITY CANNOT BE DETERMINED	(5) No. of PROTESTANT FEMALE Leavers	(6) No. of ROMAN CATHOLIC FEMALE Leavers	(7) No. of FEMALE Leavers WHOSE COMMUNITY CANNOT BE DETERMINED
1. MANAGERS AND SENIOR OFFICIALS	2	1	0	1	2	0
2. PROFESSIONAL	0	2	0	1	0	1
3. ASSOCIATE PROFESSIONAL AND	1	6	2	2	10	0
4. ADMINISTRATIVE AND SECRETARIAL	0	6	0	2	11	0
5. SKILLED TRADES	0	2	0	0	0	0
6. PERSONAL SERVICE	3	13	0	3	3	0
7. SALES AND CUSTOMER SERVICE	0	1	0	0	0	0
8. PROCESS, PLANT AND MACHINE	0	1	0	0	0	0
9. ELEMENTARY	0	2	1	0	0	0
TOTALS	6	34	3	9	26	1

D20. Enter into the appropriate box below the number of Leavers above who are male, the number who are female and the total number of Leavers.

	Male	Female	Total
Leavers	43	36	79



**PART E To be completed by ALL Registered Employers and Public Authorities.**

E21. Signed

*Anne Jennings*

E22. Print name

ANNE JENNINGS

E23. Position in concern

HR BUSINESS SUPPORT MANAGER

E24. Date

28.4.17

**ADDITIONAL INFORMATION**

E25. Please give a contact for any queries arising from this return:

Name

CATRINA MISKELLY

Telephone No

03000132233

Fax No

**THIS RETURN SHOULD BE COMPLETED AND SENT TO:**

**Equality Commission  
Equality House  
7/9 Shaftesbury Square  
BELFAST BT2 7DP**

**BEFORE THE DEADLINE AT A3.**

**YOU ARE ADVISED TO KEEP A COPY OF YOUR COMPLETED  
MONITORING RETURN FORM FOR YOUR OWN INFORMATION.**

If you require any advice or assistance in completing this return, contact  
the Equality Commission at the above address or telephone 028 9050 0600

<b>Report to:</b>	<b>Strategic Policy and Resources Committee</b>
<b>Subject:</b>	<b><i>Alcohol Byelaws</i></b>
<b>Date:</b>	<b>23 August 2017</b>
<b>Reporting Officer:</b>	<b>Alison Robb, Assistant Director Corporate Services</b>
<b>Contact Officer:</b>	<b>Lyndsey Moore, Head of Legal Administration</b>

### **Decisions Required**

Members are asked to note the contents of the report, and agree to the Council adopting a uniform zero-tolerance approach to any breach of the Alcohol Byelaws.

1.0	<b><u>Purpose &amp; Background</u></b>
1.1	Both legacy Newry and Mourne District Council and Down District Council had byelaws in place in relation to consumption of intoxicating liquor in designated areas.
1.2	These byelaws are still valid and the Council has a responsibility to enforce them. The byelaws will be reviewed, repealed and reissued in the new Council name in line with a planned schedule of work, due to begin Council-wide in Winter 2017.
1.3	The byelaws do not have affect when alcohol is consumed at a function or any event covered by an occasional licence. They are designed to tackle consumption of alcohol in public areas such as town centres, car parks and cemeteries.
1.4	Anyone consuming alcohol in one of these designated areas is guilty of an offence and can be convicted on summary with a fine of up to £500. The level of fine is decided by the Court when the Council initiates legal proceedings.
1.5	The Council becomes aware of a breach in the byelaws when it receives a report and statement from a Constable of the PSNI. In the course of their duties, Constables encounter individuals consuming alcohol in public areas, the Constable prepares a report and signed statement which is then forwarded to the Council.
1.6	In legacy Down District Council a zero-tolerance approach was adopted and this information from the PSNI, along with the address of the alleged offender, would be sent to Council's Legal Services provider to instigate legal proceedings. How often this occurs comes down to the level of detection by PSNI, in the past few years there have been no more than 10 instances each year.

1.7	In legacy Newry and Mourne District Council alleged offenders would be sent a warning letter, advising them of the breach of the Byelaws and informing the alleged offender that any further breach would result in the Council initiating legal proceedings.
1.8	The Council now needs to decide upon a uniform approach which will be adopted Council-wide going forward.
2.0	<b><u>Key Issues</u></b>
2.1	On-street alcohol consumption is most common in the summer months particularly in areas closely related to tourism.
2.2	On-street alcohol consumption is also linked to anti-social behavior.
2.3	The Council incurs legal fees in instigating legal proceedings when enforcing breaches of the byelaws. A review of previous files shows this fee is usually around £100 per file.
3.0	<b><u>Recommendation</u></b>  That members agree to the Council adopting a uniform zero tolerance policy in relation to breaches of the alcohol byelaws and to the Council instigating legal proceedings when informed of a breach.
3.1	<b><u>Resource Implications</u></b> Legal costs
4.0	<b><u>Appendices</u></b> None

<b>Report to:</b>	Strategy, Policy and Resource Committee Meeting
<b>Date of Meeting:</b>	14 September 2017
<b>Subject:</b>	National Association of Councillors – membership of UK Executive Committee
<b>Reporting Officer (Including Job Title):</b>	Liam Hannaway Chief Executive
<b>Contact Officer (Including Job Title):</b>	Eileen McParland Democratic Services Manager

<b>Matters for consideration:</b>	
Agree to pay for Councillor R Burgess to attend up to approximately 4 meetings per year of the UK NAC Executive Committee.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	To consider way forward in relation to issues raised by NAC in their letter of 4 July 2017.
<b>2.0</b>	<b>Key issues:</b>
2.1	The Council has appointed eight Members to the National Association of Councillors:  3 SF – Councillors Casey, Harte and Ruane 3 SDLP – Councillors Andrews, Carr and Curran 1 UUP – Councillor Burgess 1 smaller parties/independents – Councillor McMurray
2.2	The NI Regional Secretary has written to the Council in relation to Councillor Burgess being a Member of the NIAC UK Executive, representing NMD Councillors, in addition to being on the NAC N Ireland Region.
2.3	Clarification has now been received from the NAC that Management Meetings are held approximately four times per year. The expenses would be air travel, accommodation, trains/buses/taxis and subsistence, estimated at not more than £300 per event.s
<b>3.0</b>	<b>Recommendations:</b>
3.1	To agree to pay for Councillor R Burgess to attend up to approximately 4 meetings per year of the UK NAC Executive Committee.
<b>4.0</b>	<b>Resource implications</b>
4.1	Allowances payable under Scheme of allowances if this duty is authorised
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	None
<b>6.0</b>	<b>Appendices</b>
	Letter dated 4 July 2017 from NAC, NI Region

<b>Report to:</b>	<b>Strategic Policy and Resources Committee – Closed Session</b>
<b>Subject:</b>	<b>The recording of Planning Committee Meetings</b>
<b>Date:</b>	<b>13 September 2017</b>
<b>Reporting Officer:</b>	<b>Dorinnia Carville, Director Corporate Services</b>
<b>Contact Officer:</b>	<b>Lyndsey Moore, Head of Legal Administration</b>

### **Decisions Required**

Members are asked to consider the contents of the report and choose one of the following options.

Option 1- To agree to record the meetings of the Planning Committee and publish them on Council's website for a 2 year period, retaining them for a total of 6 years at Council's Offices.

Option 2 – To agree to record the meetings of the Planning Committee and retain them at Council's Offices for a period of 6 years, providing copies to the public on request and potentially for a fee.

Option 3 – To agree to exempt the Planning Committee from Audio Recording and continue to record the proceedings through the official written minute record only.

Please note options 1 and 2 are subject to the Council creating an Operating Protocol for recording, redacting and publishing any audio recording made.

#### **1.0 Purpose & Background**

1.1 The Council took a decision in June 2016 to audio record its Committee meetings, with the exception of the Planning Committee. The meetings held in Downpatrick are all recorded from that date, those in Newry did not commence until recording equipment was installed. These recordings are available for inspection by the public at our Offices for 6 years from the date of the Meeting.

1.2 In April 2017, following a further notice of motion, that was passed by Council, it was agreed to upload the audio recordings of Committee Meetings to the Council's website for a period of two years.

1.3 The Council did not include the Planning Committee in the decisions to record - however at Council meeting in April 2017, it was agreed to take legal advice on the matter of recording of the Planning Committee.

2.0	<b><u>Key Issues</u></b>
2.1	The Council has sought legal advice on the matter which examines the benefits and potential negatives from such a course of action, the advice is summarized for you as follows.
2.2	Section 47 of the 2014 Local Government Act requires the audio recording of full Council meetings with the exception of those parts that are held in closed session. This does not apply to Committee meetings and the Council is under no obligation to record the proceedings of Committees in any way other than through the official written minute record.
2.3	Section 51 of the same Act defines exempt information and for the transaction of any business in which any of the categories of such information may be disclosed there is an obligation to resolve to exclude the press and public. Those categories of information are so wide as to require a discretionary approach to be taken by the Council and judgment as to that which is, or is likely to be, sensitive.
2.4	Council's Legal Advisors note that the audio recording of the Planning Committee could increase the likelihood of challenges to Council decisions. Planning Committees act in a quasi-judicial manner for the majority of the decisions which they take and those decisions are not subject to ratification at full Council but are subject to separate appeals mechanisms through the Courts or the Planning Appeals Commission. These committees, because of the type of business they transact, receive numerous deputations and the Council would need to advise all speakers that they are being recorded and are personally liable for any comments they make.
2.5	If a challenge is made by way of Judicial Review, or an appeal to the PAC or if some other legal process is engaged, any audio recordings will be discoverable or in the case of judicial review, transcribed. Judicial review is a fairly forensic process that looks at how a decision was reached. The evidence produced by the audio recording will be analysed through the accepted grounds for review and it may make decisions of the Council more difficult to defend. It will be very important to ensure, as it should be in any event, that reports are thorough in presenting all material considerations in play. It will also require careful and considered articulation by members and officers of reasons if recommendations are rejected.
2.6	While audio recording can be useful as a tool to ensure that minds are properly focused on the decision and the legal and policy grounds on which those decisions should be made. The same audio recordings can and will be used as evidence to examine any complaints on member conduct under the Code of Conduct or complaints in relation to maladministration or any other regulatory process to which the Council and Members are subject.
2.7	If the Council proceeds to record Planning Committee meetings, those recordings will always need to be reviewed before publication to ensure exempt or defamatory material is not published. It must be remembered that publication of a defamatory remark is something for which the council could be liable and be required to pay damages.

2.8	Accordingly the council will need the ability to redact any recording before publication and will need to create a protocol for this. The Council must ensure an unredacted copy of any recording is also retained. Members and the public will need to be advised that the proceedings are being recorded and that they are personally responsible for anything they say but the Council could still be liable if it is the Council which publishes such a comment.
2.9	The Council will also need to decide how and when any recording of the Planning Committee would be published and how the public would be informed of recording and publication. It is for these reasons that if members choose Option 1 or Option 2 an Operating Protocol would need to be agreed and therefore recording is unlikely to commence earlier than January 2018.
3.0	<p><b><u>Recommendation</u></b></p> <p>That members agree to one of the following options;</p> <p>Option 1- To agree to record the meetings of the Planning Committee and publish them on Council's website for a 2 year period, retaining them for a total of 6 years at Council's Offices.</p> <p>Option 2 – To agree to record the meetings of the Planning Committee and retain them at Council's Offices for a period of 6 years, providing copies to the public on request and potentially for a fee.</p> <p>Option 3 – To agree to exempt the Planning Committee from Audio Recording and continue to record the proceedings through the official written minute record only.</p> <p>Please note options 1 and 2 are subject to the Council creating an Operating Protocol for recording, redacting and publishing and audio recordings made.</p>
3.1	<p><b><u>Resource Implications</u></b></p> <p>Legal costs</p> <p>Officer time in creating a protocol and redacting all recordings.</p> <p>If Option 2 is chosen officer time in processing requests for the recorded information.</p>
4.0	<p><b><u>Appendices</u></b></p> <p>None</p>



# Newry, Mourne and Down District Council

## Assessment of Performance 2016-2017



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## Introduction

Part 12 of the Local Government (NI) Act 2014 sets out a General Duty of Improvement for local government, whereby all District Councils must put in place arrangements to secure continuous improvement in the exercise of their functions. As part of the Act, District Councils are required to produce and publish a retrospective assessment of performance to demonstrate whether planned improvements have been achieved during 2016-17. This assessment provides an overview of the Council's progress in delivering the following:

### General Duty of Improvement

As set out in the Local Government Act (NI) 2014

### Performance improvement objectives

As set out in the Performance Improvement Plan 2016-17:

- Improved the provision of leisure and recreation facilities across the District
- Improved the performance of the Council's Development Management (Planning) service
- Established local structures in support of the development and implementation of the District's Community Plan

### Statutory performance indicators and standards

As set out in the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015:

- The number of jobs promoted through business start-up activity
- The average processing time of major planning applications
- The average processing time of local planning applications
- The percentage of enforcement cases processed within 39 weeks
- The percentage of household waste collected by District Councils that is sent for recycling (including waste prepared for reuse)
- The amount (tonnage) of biodegradable Local Authority Collected Municipal Waste that is landfilled
- The amount (tonnage) of Local Authority Collected Municipal Waste arisings

Prompt Payments:







As submitted to the Department for Communities on a quarterly basis

### Self imposed performance indicators and standards

As set out in the Corporate Plan 2015-19


















Progress in achieving the performance improvement objectives 2016-17, statutory performance indicators and standards and self imposed performance indicators has been tracked against set targets, trends over time and, where possible, compared with the performance of local authorities across Northern Ireland, using the legend below.
















## Legend

Status		Trend	
	Target or objective achieved / on track to be achieved		Performance has improved since the previous year
	Target or objective substantially achieved / likely to be achieved		Performance is similar to the previous year
	Target or objective not achieved / unlikely to be achieved		Performance has declined since the previous year

# Newry, Mourne and Down

## Progress at a glance – 2016-17

Corporate objective	Progress	Status/ Trend
<b>Become one of the premier tourist destinations on the island of Ireland</b>  	40% increase in visitor numbers	
	27% increase in visitor spend	
	Our four major festivals attracted 250,000 visitors and generated around £4.2m for the local economy	
<b>Attract investment and support the creation of new jobs</b>  	192 jobs promoted	
	Reduction in Job Seekers Allowance Claimants	
	Improved processing time for local planning applications	
<b>Support improved health and wellbeing outcomes</b>  	£36m investment in Newry and Downpatrick Leisure Centres	
	Over 1.4m attendances at Council leisure facilities	
	Over 10,000 residents took part in Everybody Active 2020	
<b>Protect our natural and built environment</b>  	Aughnagun and Drumnakelly Landfill Sites closed	
	Camlough Lake flood defences complete	
	1.2% increase in the amount of household waste collected by the Council that is recycled, to 40.1%	
	69% reduction in the amount of biodegradable municipal waste collected by the Council that is landfilled, to 9,017	

	tonnes	
<b>Lead the regeneration of urban and rural areas</b> 	Public realm schemes in Newry and Warrenpoint are complete	
	£11m awarded to the Rural Development Programme	
	£850k awarded to restore Warrenpoint Municipal Park	
<b>Advocate on your behalf, specifically in relation to these issues that really matter to you</b> 	Community Plan for Newry, Mourne and Down published	
	86% of local premises are able to receive at least 2mb broadband	
	Improved roads infrastructure	
<b>Empower and improve the capacity of our communities</b> 	£652k awarded to community groups through the Financial Assistance Scheme	
	44 independent members appointed to the DEA Fora and 20 DEA public engagement events held	
<b>Transform and modernise the Council, providing accessible as well as value for money services</b> 	Certificate of compliance for performance improvement received	
	Organisational structure agreed and business transformation programme underway	
	Reduction in short term absenteeism	



## Overall Assessment of Performance in 2016-2017

Moving into its third year of operation, Newry, Mourne and Down District Council has come a long way since the merger of the two Councils in 2015, the transfer of new responsibilities from central government and the incorporation of Ballyward from the former Banbridge District Council. The reform of local government has presented a an opportunity to do things differently and to do things better, and we remain focused on maximising efficiency whilst improving the quality of services we provide.

The Local Government Act (NI) 2014 sets out a General Duty of Improvement, whereby all district councils must put in place arrangements to secure continuous improvement in the exercise of their functions. Newry, Mourne and Down District Council recognises 'improvement' to mean activity that enhances the sustainable quality of life for ratepayers and local communities.

The Council continues to put in place the arrangements to secure continuous improvement in the exercise of its functions and has made significant progress in achieving the three performance improvement objectives 2016-17. Phase II of Newry Leisure Centre will complete in October 2017 and Downpatrick Leisure Centre is scheduled to complete in Spring 2018. The Community Plan for Newry, Mourne and Down has been published and the Council continues to work closely with partners across the statutory, community and voluntary sectors to improve the quality of life for all local communities.

The Council has also performed well in delivering the statutory performance indicators and standards for economic development, planning and waste management. We promoted 192 jobs through business start up activity, exceeding the Government target by 24%. Over the past two years, the percentage of household waste that is recycled also increased by 1.2% to 40.1% and the amount of biodegradable municipal waste that is sent to landfill reduced by 69.7% to 9,017 tonnes, exceeding both 2016-17 standards.

However, we also recognise where we need to improve. Planning has been a key priority for improvement over the past year, and whilst the Council did not meet the statutory standards for processing major and local planning applications, as well as enforcement cases, performance has generally improved since 2015. The processing time for local planning applications has improved by over 11 weeks and the percentage of enforcement cases processed within 39 weeks has increased by 2%, demonstrating the Council's commitment to delivering a more efficient and effective Planning Service for customers.

The Council has also identified further areas for improvement to support the delivery of services. These include reviewing and enhancing existing performance management arrangements, embedding the Business Planning and Performance Management Framework across the organisation and strengthening the role of



Elected Members in managing and scrutinising performance, all of which will facilitate the development of a performance improvement culture.

Recognising our achievements and identifying areas for improvement provide a sustainable platform to deliver high quality, innovative public services in the future. Through our performance improvement objectives, the Council will continue to improve the quality of life for all local communities.

## Performance Improvement Objectives 2017-18

- 1. Encourage healthy lifestyles through increased participation in leisure, sport and recreational activities**
- 2. Improve economic growth by creating new business starts, supporting the growth of existing businesses and promoting Newry, Mourne and Down as a premier tourist destination**
- 3. Deliver urban and rural regeneration initiatives that will create a District where people want to live, work and invest in**
- 4. Create a cleaner, greener, more attractive District**
- 5. Encourage and empower local communities to participate in Council engagement structures**

## General Duty of Improvement

During 2016-17, the Council continued to strengthen and embed the arrangements it has put in place to secure continuous improvement in the exercise of functions, in order to improve the quality of life for all local communities.

- The Council produced and published the Performance Improvement Plan 2017-18 by 30 June 2017, demonstrating its commitment to secure continuous improvement in the delivery of services. The performance improvement objectives were developed in close liaison with Elected Members and staff across the organisation, and each objective is clearly aligned to community planning outcomes and corporate priorities. In accordance with the Local Government Act (NI) 2014, each objective seeks to bring about improvement in at least one of the following:
  - Efficiency
  - Fairness
  - Innovation
  - Service availability
  - Service quality
  - Strategic effectiveness
  - Sustainability
- The Council has introduced an updated Business Planning and Performance Management Framework. This framework seeks to demonstrate the 'golden thread' between the Community Plan, Corporate Plan, Thematic Plans and Strategies, Service Plans and Improvement Projects and Individual Performance Appraisal. It will drive and provide assurance that the Council is delivering its corporate vision, priorities and performance improvement objectives. Through the Business Planning and Performance Management Framework, the Council will manage performance, ensuring that community planning outcomes and corporate priorities are cascaded across the organisation, and that the necessary steps are taken to secure continuous improvement in the exercise of functions.
- The Council has put in place robust governance arrangements to develop, monitor, report and review the Performance Improvement Plan. This includes producing mid year progress reports, as well as the annual Assessment of Performance for the consideration of the Strategy, Policy and Resources Committee, Audit Committee and full Council. These governance arrangements will facilitate and support transparency, accountability and improvement across the Council.
- Following the Improvement Audit and Assessment in 2016, the Northern Ireland Audit Office concluded that:

- The Council has discharged its duties in connection with (1) improvement planning and (2) publication of improvement information in accordance with section 92 of the Act and has acted in accordance with the Department for Communities' guidance sufficiently, including its guidance on the publication of improvement information in 2016-17.
- The Council has as far as possible discharged its duties under Part 12 of the Local Government Act and has acted in accordance with the Department for Communities' guidance sufficiently.
- The Council continues to progress the 'proposals for improvement' which were put forward by the Northern Ireland Audit Office, specifically around the general duty to improve, governance arrangements, improvement objectives, consultation and performance reporting.
  - Performance improvement objectives are more 'outcome' focused and clearly aligned to the Community Plan and Corporate Plan. Each performance improvement objective is underpinned by 'supporting actions' and 'measures of success' which will demonstrate whether the Council is making progress in delivering the objectives and contributing to the achievement of community planning outcomes.
  - The consultation process around the performance improvement objectives was effective, robust and involved a range of stakeholders including Elected Members, partners and local communities. The consultation revealed widespread support to the five proposed objectives.
  - The Council raised the profile of performance improvement on the corporate website, improving the overall accessibility of information and opportunities for engagement and feedback.
  - The Council has been working with the Association of Public Service Excellence (APSE) to facilitate benchmarking and comparisons across a suite of performance indicators, which will be progressed further during 2017-18.
  - The Council continues to strengthen the role of the Strategy, Policy and Resources Committee and Audit Committee in discharging their performance improvement responsibilities.



## Performance Improvement Objectives 2016-17

The Council has made significant progress in driving forward the performance improvement objectives 2016-17. Further improvements are planned as a number of the 'supporting actions' and 'measures of success' have been carried forward in the Performance Improvement Plan 2017-18.



## Performance Improvement Objective 1

### Improved the provision of leisure and recreation facilities across the District

Ref.	Key actions	Measures of Success	Status
PIO1	<ul style="list-style-type: none"> <li>Improvement Project 1 – completion of Phase II, Newry Leisure Centre</li> <li>Improvement Project 2 – completion of the new Downpatrick Leisure Centre</li> </ul>	<ul style="list-style-type: none"> <li>Capital projects delivered on time and to budget</li> </ul>	
		<ul style="list-style-type: none"> <li>Outcomes-based indicators and performance measures are currently being identified as part of the development of the Community Plan</li> </ul>	

#### Progress

##### Capital projects delivered on time and within budget

During 2016-17, Newry, Mourne and Down District Council made significant progress in driving forward the completion of Newry and Downpatrick Leisure Centres. Both projects are scheduled to complete during 2017-18 and will provide first class, quality, accessible sport, leisure and recreational facilities and activities for all local communities.

An investment of £10million has been allocated to phase II of Newry Leisure Centre, which commenced in February 2016 and is scheduled to complete in October 2017. The new centre will consist of an 8 court sports hall, 4 court sports hall, fitness suite, soft play area, café and changing facilities, adding to the current provision of a state of the art 25 meter, 6 lane swimming pool, which was completed during phase I of the project in 2015.

An investment of £14.5million has been allocated to Downpatrick Leisure Centre which commenced in March 2016 and is scheduled to complete in Summer 2018. The new centre will consist of a 25meter, 6 lane swimming pool, learning pool with movable floor, 4 court sports hall, spa facilities, fitness suite and a handball and squash court. Once the leisure centre opens to the public, phase II of the project will commence, which involves the demolition of the existing Leisure Centre, to make way for a 140 space car park.

##### Outcomes-based indicators and performance measures are currently being identified as part of the development of the Community Plan

Following the completion of both leisure centres, the Council has projected an increase in the number of users and participants. This will support the delivery of improved 'outcomes' around the health and wellbeing of local communities and stakeholders, which have been identified as priority areas for improvement within the following plans:

**The Performance Improvement Plan 2017-18**

Includes the following objective and measures of success:

**Objective:** Encourage healthy lifestyles through increased participation in leisure, sport and recreational activities

**Measures of Success:** 5-6% year on year increase in the number of participants using Newry Leisure Centre / 9% increase in the number of participants using Downpatrick Leisure Centre by 2018-19, reaching a 72% increase by 2019-20

**Community Plan for Newry, Mourne and Down**

Includes the following outcome, indicators and measure:

**Outcome:** All people in Newry, Mourne and Down enjoy good health and wellbeing

**Indicators:** Level of life expectancy / Level of work life balance / Level of preventable death / Level of health status






**Measure:** Time devoted to leisure, arts, culture and heritage

The Delivery Plan for the Health and Wellbeing Thematic Group also identifies 'physical activity' as a priority area and includes supporting measures around obesity, leisure usage and reporting 'good' health.



## Performance Improvement Objective 2

### Improved the performance of the Council's Development Management (Planning) service

Ref.	Key actions	Measures of Success	Status
PIO2	Implementation of a service improvement plan for Development Management (Planning)	Reduction in the number of backlog applications	
		Increase in the number of decisions issued	
		Improved performance in respect of statutory performance indicators for Planning:	
		The average processing time of major planning applications	
		The average processing time of local planning applications	
		The percentage of enforcement cases processed within 39 weeks	
<b>Progress</b>			
<b>Reduction in the number of backlog applications</b>			
Following the transfer of the planning function to local government in April 2015, Newry, Mourne and Down District Council inherited a backlog and large number of live applications, coupled with an insufficient number of staff transferring from central government. During 2016-17, the Council allocated more resources to the Planning Service and increased the number of Planning Committee Meetings to two per month in order to target a reduction in the number of backlog applications. The Council also continues to streamline Committee procedures to facilitate more efficient determination of applications. During 2016-17, this resulted in a reduction in the number of live applications from 1,389 to 1,074, as well as a reduction in the number of live applications over 12 months from 436 to 295. Across the 11 Councils, Newry, Mourne and Down has the second highest proportion (27%) of applications in the system for over a year.			
<b>Increase in the number of decisions issued</b>			

During 2016-17, the Council issued the highest number of decisions (1,757) across the 11 Councils and reported the largest percentage increase in the number of decisions issued (52.4%). Newry, Mourne and Down issued 17.8% more decisions than received, which was the highest across the 11 Councils.

### **Improved performance in respect of statutory performance indicators for Planning**

#### **The average processing time of major planning applications**

During 2016-17, the Council issued the second highest number of decisions (26) on major planning applications and also received the largest decrease in major planning applications, from 20 in 2015-16 to 8 in 2016-17. The average processing time for major planning applications across the 11 Councils increased from 46.2 weeks in 2015-16 to 68.6 weeks in 2016-17, which is over double the statutory processing time target of 30 weeks. In line with the regional trend, the processing time for major applications at Newry, Mourne and Down increased from 56 weeks in 2015-16 to 86.6 weeks in 2016-17, 51.9% of which were legacy cases received prior to the transfer of planning powers in 2015. Major legacy planning applications also had a processing time of 86.6 weeks which has influenced the overall processing time of all major planning applications.

#### **The average processing time of local planning applications**

During 2016-17, Newry, Mourne and Down received the second highest number of local planning applications (1,483) and issued the highest number of decisions on local applications (1,731) across the 11 Councils, which partly reflects the high volume of applications received. The Council issued 54% more decisions on local applications than in 2015-16, the highest increase across the 11 Councils. Whilst Newry, Mourne and Down had the longest processing time for local planning applications at 23 weeks, which exceeds the statutory target of 15 weeks and falls above the regional average of 16.2 weeks, the processing time improved by 11.6 weeks since 2015-16. This improvement can largely be attributed to the additional resources allocated to the Planning Service, as well as the increase in the number of Planning Committee meetings.




#### **The percentage of enforcement cases processed within 39 weeks**

During 2016-17, Newry, Mourne and Down reported an increase of 136 enforcement cases, which is the second highest across the 11 Councils, and concluded 56.1% of enforcement cases within 39 weeks, representing a 2% increase since 2015-16. Whilst the statutory target of 70% was not achieved, the Council reported the largest number of live cases at the end of March 2017 (726) as well as the largest proportion of cases in the system for over two years (41.3%). Additional resources have now been allocated to processing enforcement cases which should have a positive impact on future performance.

\*Further analysis of the statutory performance indicators and standards for Planning is included in the next section of this assessment.

## Performance Improvement Objective 3

### Established local structures in support of the development and implementation of the District's Community Plan

Ref.	Key actions	Measures of Success	Status
POI3	Establishment and operation of a Community Planning Partnership as well as supporting Thematic Working Groups	The production of an agreed Community Plan for the District	
		The establishment and operation of the Community Planning Partnership	
		The establishment and operation of Thematic Working Groups	

#### Progress

#### The production of an agreed Community Plan for the District

The Community Plan for Newry, Mourne and Down 2017-30 was published on 1 April 2017. It provides a framework for collaborative working to deliver positive change for communities and was developed based on the values of effective leadership, collective ownership, good governance and democratic accountability. Newry, Mourne and Down District Council led an extensive consultation and engagement process to gather a robust evidence base to support the development of the Community Plan, with the following activities taking place during 2016-17:

- December 2016 – Approximately 60 stakeholders attended four public and staff consultation and engagement events, putting forward their views on the draft Community Plan.
- June 2016 – Almost 150 stakeholders from the statutory, voluntary and community sectors attended an 'Outcomes Based Accountability' workshop, taking part in 'turn the curve' exercises to discuss and agree the five community planning outcomes and supporting indicators.
- August 2016 - Eleven MPs, MLAs and Elected Members attended a meeting to discuss the community planning priorities for the District and their connection with the draft Programme for Government.
- November 2016 - February 2017 – The consultation and engagement process on the draft Community Plan for Newry, Mourne and Down took place and was promoted through the Council's website, social media channels and email distribution.

A total of 43 responses from a broad range of stakeholders were received and analysed, influencing the final version of the Community Plan for Newry, Mourne and Down.

The collaborative process for developing the Community Plan was instrumental in gaining 'buy in' from all stakeholders and promoting the overall ethos of joined up working to address the key issues which matter most to local communities and stakeholders. The Community Plan for Newry, Mourne and Down was considered and approved by the Community Planning Partnership in February 2017, and is supported by four Thematic Delivery Plans.

### **The establishment and operation of the Community Planning Partnership**

The development, delivery and evaluation of the Community Plan is supported by comprehensive governance, scrutiny and accountability arrangements, which interact with each other and seek to:

- Support 'internal' and 'external' partnership accountability
- Provide a strong focus on the delivery of outcomes
- Develop a joint partnership performance management framework
- Establish clear partnership communication

The three strands of the partnership are the Community Planning Partnership Board, four Thematic Delivery Groups and seven District Electoral Area (DEA) Fora. Membership at all levels is made up of Elected Members, representatives from statutory partners, such as the Education Authority, PSNI, Health Trusts, Public Health Agency, as well as the Community, Voluntary and Business Sectors. The governance structure supports input from the community at all levels, particularly through the DEA Fora in Crotlieve, Downpatrick, Mournes, Newry, Rowallane, Slieve Croob and Slieve Gullion.

The Community Planning Partnership Board is made up of 22 senior officers from the statutory, community and voluntary sectors, 7 Elected Members, and the Chairperson and Chief Executive of Newry, Mourne and Down District Council. Through the Board, Community Planning Partners have assumed responsibility for the development, delivery and evaluation of the Community Plan and meetings took place in June and September 2016, and February 2017.

### **The establishment and operation of Thematic Working Groups**

Underpinning the Community Planning Partnership are four Thematic Delivery Groups, which are directly aligned to the five outcomes within the Community Plan:

- Health and Wellbeing Thematic Group



- Environmental and Spatial Development Group
- Economic Development, Regeneration and Tourism Thematic Group
- Safety and Good Relations Thematic Group

Each thematic group is made up of 11 Statutory partners, 3 representatives from the Community and Voluntary Sector, 10 Elected Members, 1 Director, Assistant Directors, DEA Coordinators, and is supported by staff from the Community Planning team at Newry, Mourne and Down District Council. The purpose of the Thematic Delivery Groups is to progress the delivery of the five community planning outcomes through the development and implementation of initial two year delivery plans, which were agreed in June 2017.

The Stakeholder Forum supports and works alongside the Thematic Delivery Groups and consists of 21 representatives from the Community and Voluntary Sector. The two Chairpersons of the Stakeholder Forum also sit on the Community Planning Partnership Board and three members sit on each Thematic Delivery Group in order to ensure effective participation, inclusivity and consistency across the process of community planning. Seven meetings of the Stakeholder Forum took place during 2016-17, reinforcing the central role the Community and Voluntary Sector play supporting the development, delivery and evaluation of the Community Plan.

Effective citizen and stakeholder engagement underpins the overall process of community planning. In 2015, Newry, Mourne and Down District Council established seven DEA Fora across the District as a sustainable mechanism to consult, involve, listen and respond to communities, whilst supporting and mainstreaming the implementation of the Community Plan at a local level. Each DEA Forum is made up of Elected Members and up to eight independent members representing networks across the voluntary, community and business sectors. To date, 44 independent members have been appointed to the 7 DEA Fora and the nominations process is on-going. Working alongside Elected Members, independent members have an opportunity to inform and influence the decision-making process of the Council, ensuring local communities have a voice in shaping their future and their area.




## Performance indicators and standards

Through the Local Government (Performance Indicators and Standards) Order (NI) 2015, seven statutory performance indicators and standards have been set by the Department for Communities for economic development, waste management and planning. An overview of the Council's performance against the statutory indicators and standards is outlined below. Economic development, waste management and planning remain key priorities for the Council and further improvements will be delivered as the seven statutory performance indicators and standards underpin and support the objectives within the Performance Improvement Plan 2017-18.

All Councils in Northern Ireland are also required to submit data to the Department for Communities around 'prompt payments'. This information is collated and submitted on a quarterly basis and an overview of the Council's performance over the past two years is outlined below.



## Economic Development

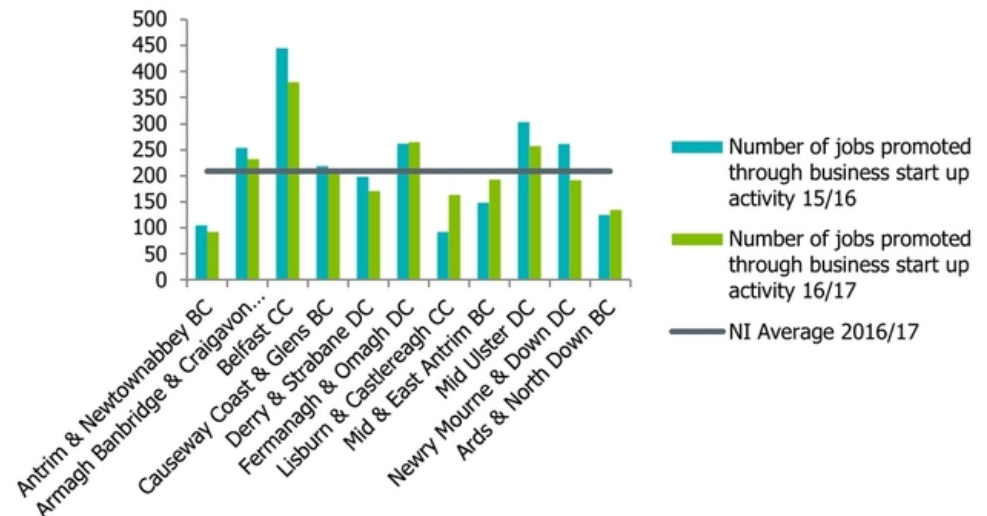
Ref	Performance Indicator	2015-16				2016-17				
		Standard	Actual	NI Average	Status	Standard	Actual	NI Average	Status	Trend
ED3	Number of jobs promoted through business start up activity	>155	261	219		>155	192	208		

### Comments










During 2015-16, the Regional Start Initiative was delivered by Invest NI on behalf of the NI Councils. This was succeeded by the Interim Business Start Up Programme in 2016-17 which was delivered by Newry, Mourne and Down District Council through its appointed delivery agents. In 2017-18, a new regional wide NI Business Start Up Programme will commence which will be delivered jointly through the 11 NI Councils.

During 2015-16, the Council promoted 261 jobs through business start up activity, exceeding its target by 68%. This was the third highest number of jobs promoted through business start up activity across the 11 Councils, exceeding the regional average of 219. During 2016-17 the Council promoted a further 192 jobs through business start up activity. Although the Council's target was exceeded by 24%, there was a slight reduction in performance from 2015-16, as the programme moved into interim delivery arrangements which included a change in the marketing structure of the programme, resulting in lower levels of participation for the 2016-17 period.

Number of jobs promoted through business start up activity



Planning

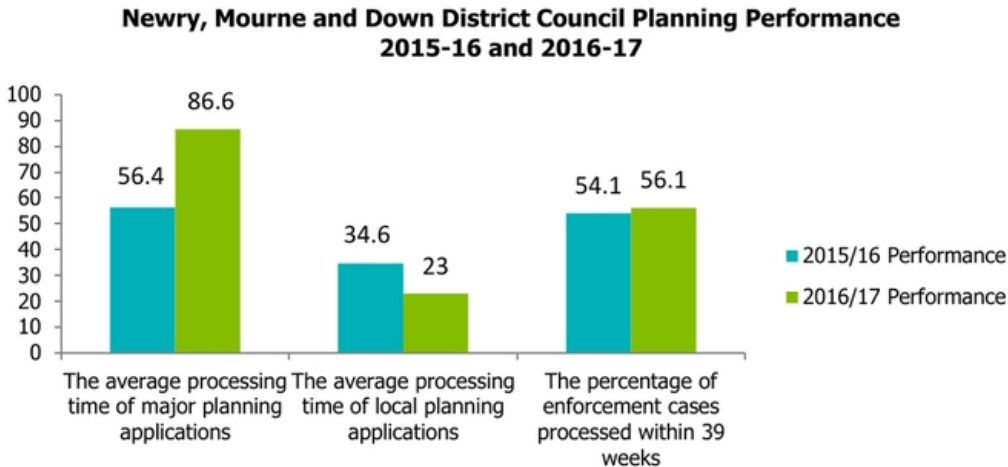
		2015-16				2016-17				
Ref	Performance Indicator	Standard	Actual	NI Average	Status	Standard	Actual	NI Average	Status	Trend
P1	The average processing time of major planning applications	<30 weeks	56.4 weeks	46.2 weeks		<30 weeks	86.6 weeks	68.6 weeks		
P2	The average processing time of local planning applications	<15 weeks	34.6 weeks	19.4 weeks		<15 weeks	23 weeks	16.2 weeks		
P3	The percentage of enforcement cases processed within 39 weeks	70%	54.1%	77.2%		70%	56.1%	80.7%		

Comments

During 2015-16 and 2016-17, Newry, Mourne and Down District Council did not meet the standards set for the planning performance indicators. However, performance improved by 11 weeks in relation to the average processing time of local planning applications, and the percentage of enforcement cases processed within 39 weeks increased by 2%.

Major planning applications

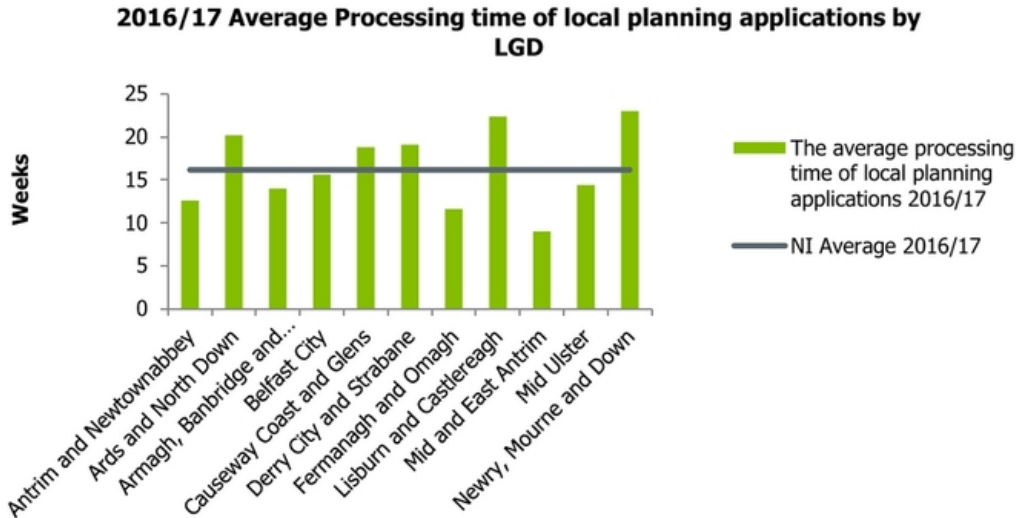
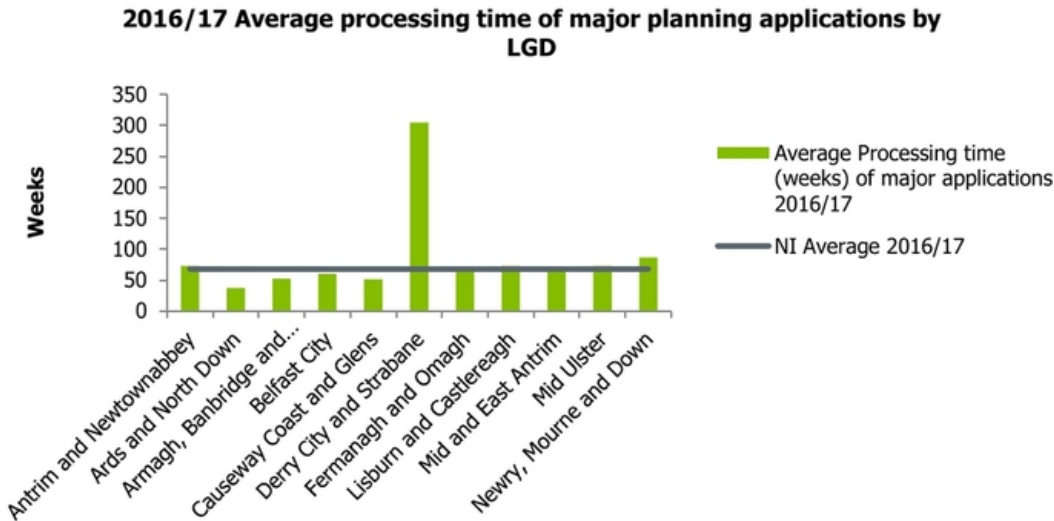
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which is over double the statutory processing time target of 30 weeks. In line with the regional trend, the processing time for major applications at Newry, Mourne and Down increased from 56 weeks in 2015-16 to 86.6 weeks in 2016-17, 51.9% of which were legacy cases received prior to the transfer of planning powers in 2015. Major legacy planning applications also had a processing time of 86.6 weeks which had an impact on the overall processing time of all major planning applications.

**Local planning applications**

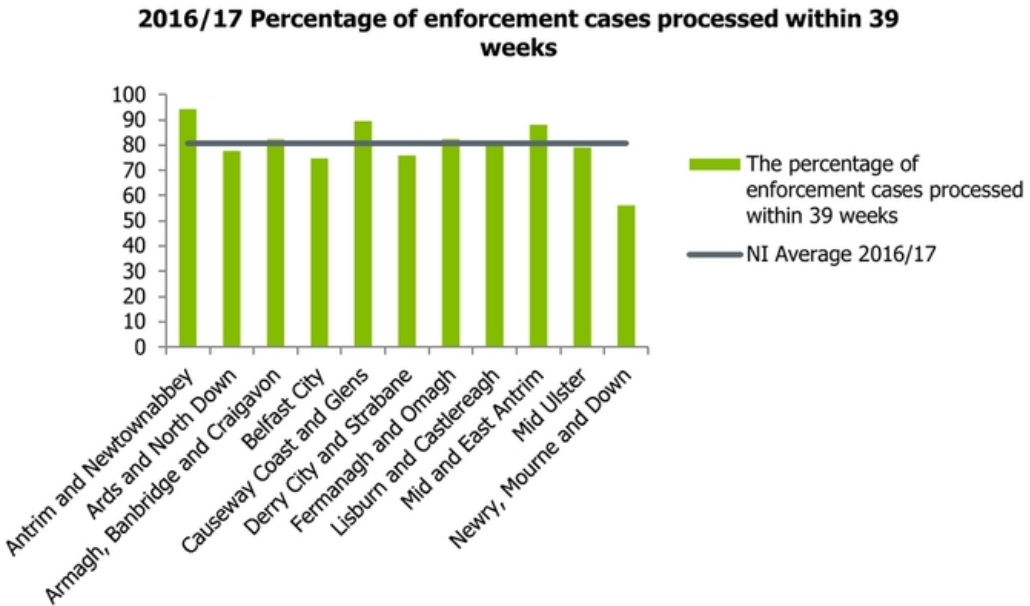
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Committee meetings.








**Enforcement**

During 2016-17, Newry, Mourne and Down reported an increase of 136 enforcement cases, which is the second highest across the 11 Councils, and concluded 56.1% of enforcement cases within 39 weeks, representing a 2% increase since 2015-16. Whilst the statutory standard of 70% was not achieved, the Council reported the largest number of live cases at the end of March 2017 (726) as well as the largest proportion of cases in the system for over two years (41.3%). Additional resources have now been allocated to processing enforcement cases which should have a positive impact on future performance.





## Waste Management

Ref	Performance Indicator	2015-16				2016-17			
		Standard	Actual	NI Average	Status	Standard	Actual	Status	Trend
W1	The percentage of household waste collected by District Councils that is sent for recycling	50% by 2020 / 45% in 2015-16	38.9%	39.7%		40%	40.1%		
W2	The amount (tonnage) of biodegradable Local Authority Collected Municipal Waste that is landfilled	<26,396 tonnes	29,762 tonnes	35,478 tonnes		<15,000 tonnes	9,017.3 tonnes		
W3	The amount (tonnage) of Local Authority Collected Municipal Waste Arisings (LACMW)	In line with NILAS targets	84,459 tonnes	88,105 tonnes	n/a	In line with NILAS targets	82,723.38 tonnes	n/a	

\*NILAS: Northern Ireland Landfill Allowance Scheme

\*Validated figures will be available in December 2017 when the 2016-17 Annual Report is published by DAERA

\*Comparisons with other Councils will be carried out when the 2016-17 Annual Report is published by DAERA

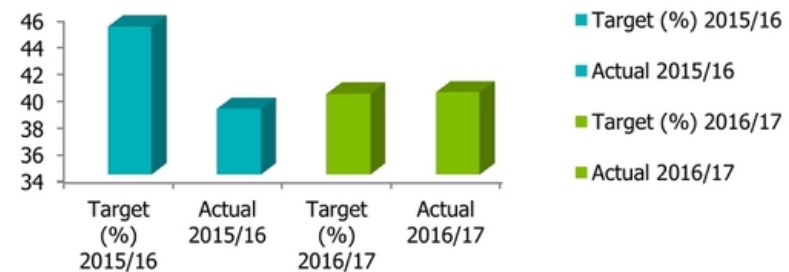
### Comments

Between 2015-16 and 2016-17, the Council improved performance against the three waste management statutory performance indicators and standards and exceeded its targets for 2016-17. The percentage of waste that is recycled improved by 1.2% to 40.1% and the amount of waste that is sent to landfill reduced by 69.7% to 9,017.3 tonnes.

### Waste that is recycled

During 2015-16, the Council recycled 38.9% of household waste which falls below the regional average of 39.7%.

**The percentage of household waste collected by NMDDC that is sent for recycling**



However, improvements were made during 2016-17, when the Council recycled 40.1% of household waste which exceeded its target and represents an improvement of 1.2% since the previous year. The Council has made significant progress in rolling out a domestic food waste service across the District by delivering a further 27,500 brown bins to local households. The domestic food waste service will support the Council in achieving its recycling target of 44% in 2017-18.

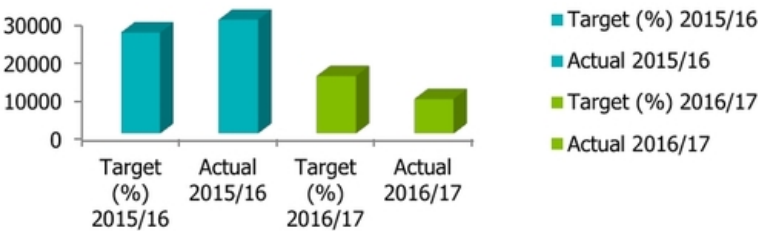
**Waste that is sent to landfill**

During 2015-16, the Council sent 29,762 tonnes of biodegradable municipal waste to landfill, exceeding the regional average of 35,478 tonnes by 19.2%. Significant improvements were made during 2016-17, when the Council sent 9,017.3 tonnes of biodegradable municipal waste to landfill. This represents a reduction of 69.7% since the previous year and exceeds the Council’s target of <15,000 tonnes by 39.9%. Between January-March 2017, Newry, Mourne and Down recorded the lowest landfill rate and highest waste energy recovery rate across the 11 Councils.

**Waste arisings**

Between 2015-16 and 2016-17, the amount of local authority waste arisings (household and non household waste arisings) reduced from 84,459 tonnes to 82,723.38 tonnes, which represents an improvement of 2%. In 2015-16, the Council also exceeded the regional average of 88,105 tonnes by 4%.

**The amount (tonnage) of biodegradable Municipal Waste collected by NMDDC that is landfilled**



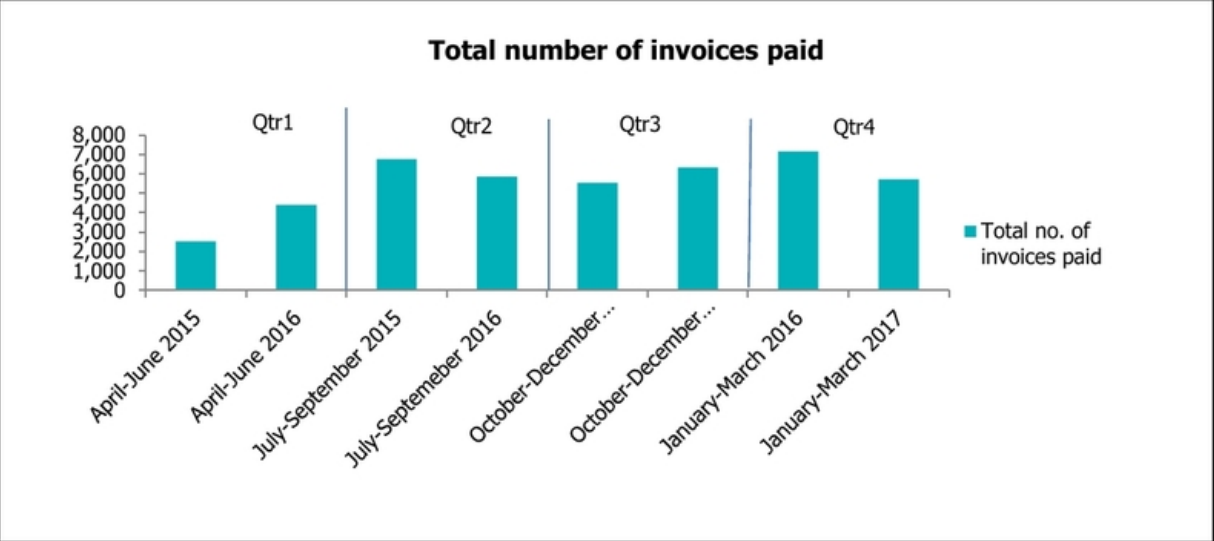


# Prompt Payments

	2015-16				2016-17				
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Trend
% paid within 10 working days	3%	8%	11%	11%	9%	8%	8%	12%	▲
% paid within 30 calendar days	45%	49%	79%	79%	74%	88%	90%	87%	▲
% paid outside 30 days	55%	51%	21%	21%	26%	12%	10%	13%	▲

'Prompt payment' refers to the payment a valid supplier invoices within 10 working days by public bodies. The NI Executive's Prompt Payment Policy recommends that Government Departments should 'aim to pay 90% of valid invoices within 10 working days', with Councils encouraged to match this. Newry, Mourne and Down District Council has made significant improvements in prompt payments, as outlined below:

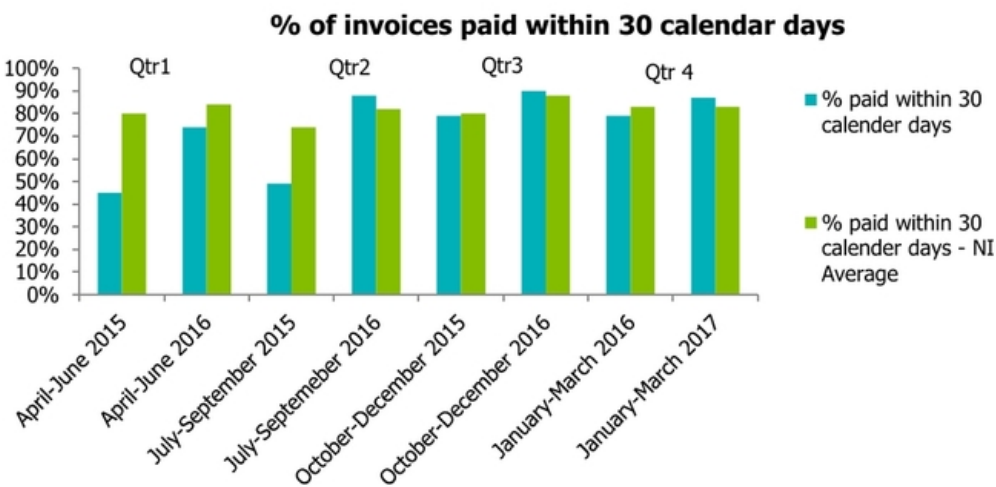
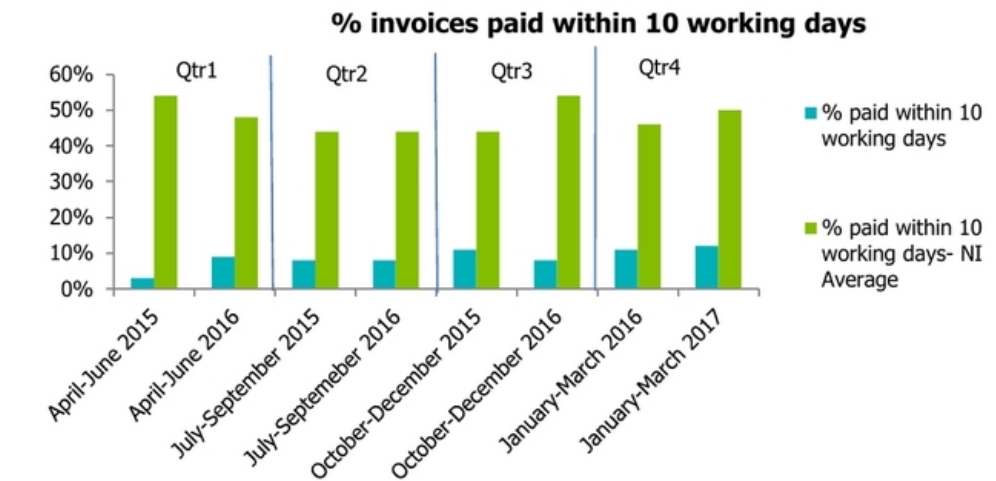
The percentage of invoices paid within 10 working days increased from 3% between April-June 2015 to 12% between January-



March 2017. Whilst this represents a significant improvement, the percentage of invoices paid within 10 working days falls below the most recent January-March 2017 quarterly average of 50%.

The percentage of invoices paid within 30 calendar days increased from 45% between April-June 2015 to 87% between January-March 2017. This exceeds the most recent January-March 2017 quarterly average of 83%.

The percentage of invoices paid outside 30 days reduced from 55% between April-June 2015 to 13% between January-March 2017. This is better than the most recent January-March 2017 quarterly average of 17%.



## Self Imposed Performance Indicators

### Corporate Plan 2015-19

The Council has a requirement to report progress against self imposed performance indicators and standards for 2016-17. We have selected the 21 measures of success within the Corporate Plan 2015-19 as our self imposed performance indicators and the tables below provide an overview of our progress against the eight corporate objectives and measures of success. The Council has achieved or is on track to achieve most corporate objectives by 2019 and is also making significant progress against the measures of success within the Corporate Plan.

### APSE Performance Networks





As a member of APSE (Association of Public Service Excellence) Performance Networks, the Council has also developed and identified an agreed suite of performance indicators across the following services:

- Corporate services
- Community development
- Economic development
- Environmental health
- Environmental services
- Leisure
- Planning


2015-16 baseline data across 51 performance indicators has been collated and analysed and the Council is in the process of submitting data for 2016-17. This information will be analysed further to identify trends over time and facilitate benchmarking and comparisons with Councils across Northern Ireland and neighbouring jurisdictions. This process will support Newry, Mourne and Down District Council in recognising and learning from areas of good practice, identifying and addressing areas of under performance and developing a performance improvement culture.



## Corporate Objective 1

### Become one of the premier tourism destinations on the island of Ireland


Ref	Key Actions	Status	Progress
CO1	Establish a recognised tourism brand for the District		The Tourism Strategy 2017-21 has been adopted by the Council and seeks to maximise tourism growth by focusing on the concept of 'mountains, myths and maritime' as a distinctive brand for the District. County Down also joined the prestigious Top 100 Sustainable Destinations for green tourism.
CO2	Work with NITB, Tourism Ireland and other stakeholders to review and improve tourism infrastructure		The Tourism Strategy puts in place a framework for the Council to work with key partners to improve the tourism infrastructure of the District. Through the Community Planning Thematic Group for Enterprise Development, Regeneration and Tourism, the Council is collaborating with partners across the statutory, voluntary and community sectors to develop and deliver activities that will improve the level of tourism to the District.
CO3	Explore the potential for Geotourism along the east coast border areas		The Council will prepare and submit a revised application to the UK National Commission for UNESCO for Global Geopark status for the Mourne and Ring of Gullion by 2019.
CO4	Take a lead role in realising the tourism potential of hosting the Irish Open and other major events		<p>The Council successfully supported the Irish Open in 2015 and hosted four major festivals in 2016-17, promoting the 'Giant Adventures' brand. These festivals attracted around 250,000 visitors and generated approximately £4.2m for the local economy.</p> <ul style="list-style-type: none"> <li>Skiffie World Festival on Strangford Lough attracted around 25,966 visitors with an estimated direct spend of £973,985. 90% of visitors rated the festival as good or extremely good.</li> </ul>

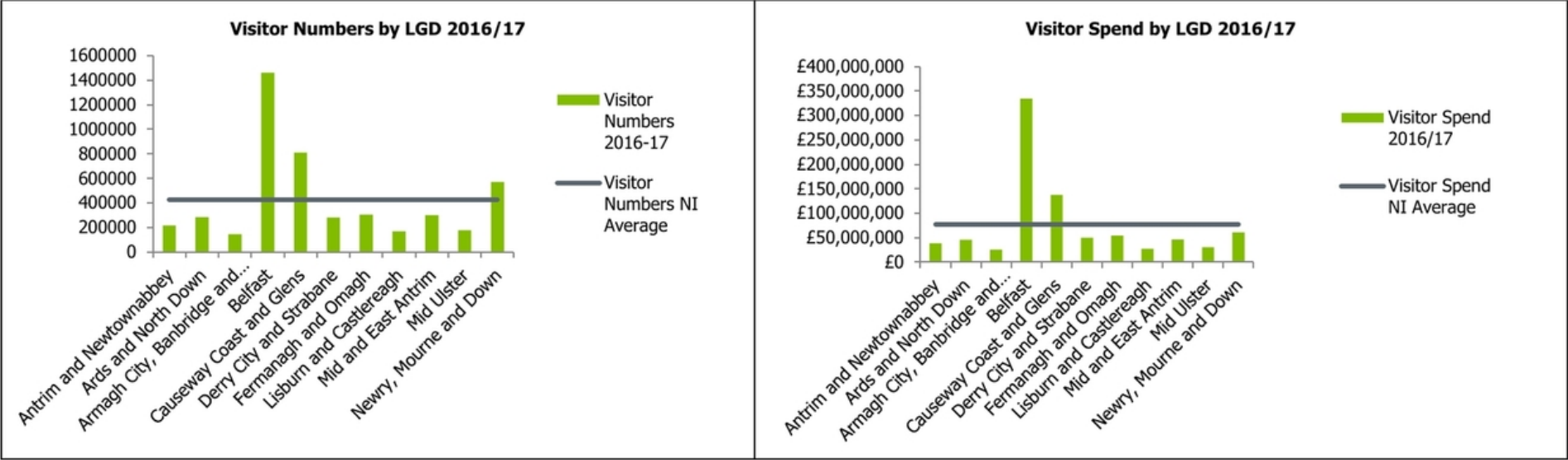


			<ul style="list-style-type: none"> <li>The Festival of Flight in Newcastle attracted around 95,000 visitors with an estimated direct spend of £2,904,496. 94% of visitors rated the event as good or extremely good.</li> <li>The first Wake the Giant Festival in Warrenpoint attracted around 10,000 visitors with an estimated direct spend of £129,318. 87% of visitors rated the event as good or extremely good.</li> <li>The first Footsteps in the Forest Festival in Slieve Gullion attracted around 7,000, with an estimated direct spend of £207,308. 87% of visitors rated the event as good or extremely good.</li> </ul> <p>The Council also held and supported additional events across the District, including Christmas and Halloween events, the Ballynahinch Games and Harvest Festival, the Narnia Festival in Rostrevor and the Hans Sloane Chocolate Festival in Killyleagh. The overall economic value of all events is estimated to be around £9.5m.</p>
CO5	Review the tourism infrastructure of Newcastle		In partnership with Tourism NI, the Council commenced the Mourne Mountains Gateway Study to explore the potential of a major flagship tourism project for the District.

Ref	Measure of Success	2013	2014	2015	2016	NI Average 2016	Trend	Explanatory Note
MS1	Increased visitor numbers	452,567	571,238	406,302	571,400	429,567		Between 2013-2016, the number of visitors to Newry, Mourne and Down increased by 26%. In 2016, Newry, Mourne and Down exceeded the regional average and recorded the third highest number of visitors across the eleven Local Government Districts, behind Belfast and Causeway Coast and Glens.
MS2	Increased dwell time of visitors	1,449,132	1,490,653	1,060,063	1,562,073	1,379,983		Overnight trips to Newry, Mourne and Down account for 10% of the NI total, which represents a 3% increase since 2015. Between








	(number of overnights stays)							2013-2016, the overall dwell time per visitor increased by 7.8%, with Newry, Mourne and Down recording the third highest level of dwell time across the eleven Local Government Districts in 2016, behind Belfast and Causeway Coast and Glens. However, the average length of stay per visitor decreased from 3.2 days in 2013 to 2.7 days 2016.
MS3	Increased visitor spend	£49,036,625	£53,643,562	£48,071,493	£60,978,919	£77,337,061		Between 2013-2016, the overall level of visitor spend in Newry, Mourne and Down increased by 24.4%, with Newry, Mourne and Down recording the third highest level of visitor spend across the eleven Local Government Districts in 2016, behind Belfast and Causeway Coast and Glens. However, whilst visitor numbers and dwell time are increasing overall, the level of spend per visitor decreased from £108.35 in 2013 to £106.72 in 2016.



## Corporate Objective 2




### Attract investment and support the creation of new jobs

Ref.	Key Actions	Status	Progress
CO6	Secure the District's position as a cross-border gateway for Dublin, Belfast and beyond		<p>EU funding is a key component of many projects which are delivered across the District and the Council has commissioned a piece of work, on behalf of Councils along the Border Corridor Region, to analyse the risks and opportunities posed by Brexit.</p> <p>Alongside the NI Executive, Westminster and other local authorities, the Council is participating in the City Deal for the Belfast Region which will involve designing a proposition to unlock economic growth focused infrastructure programmes. It is anticipated that City Deal will deliver real benefits for citizens in terms of increased jobs and attracting local investment.</p> <p>The Council is also progressing the implementation of the Louth/Newry, Mourne and Down Memorandum of Understanding, with regular meetings of the Joint Management Team and Joint Committee taking place.</p>
CO7	Liaise with education and training establishments to ensure a steady flow of skilled employees for employers		<p>The Economic Forum has been established with representation from local businesses and education providers, facilitating sustainable connectivity across key sectors to ensure business needs and requirements are met in the future. Through the Economic Forum, multi-stakeholder working groups will be established in 2017-18 to focus on the key areas of 'skills', 'infrastructure' and 'Brexit'.</p> <p>Through the Enterprise, Regeneration and Tourism Thematic Delivery Group, the Council is also working with a range of partners including Invest NI, Tourism NI, Education Authority and the Southern Regional College to ensure the needs of local businesses are adequately addressed.</p>

			The Council is also the lead partner in the £2.7m Social Investment Fund Southern Zone 'Work It' programme which enables young people who are not in education, employment or training to access essential skills training, team building and personal development services. To date, 55% of the 82 participants who have completed the programme have moved into sustainable employment.
CO8	Successfully deliver Small Business Start and Growth Programmes, locally based		Through the Regional Start Initiative, the Council continued to provide a comprehensive package of advice, training and support for self employment. In 2015-16, there were 232 new business starts and 261 new jobs promoted, which was followed by 172 new business starts and 192 new jobs promoted in 2016-17.
CO9	Prioritise infrastructure development and economic regeneration as part of the new Local Development Plan		The Enterprise and Regeneration Department works closely with the Planning Department in order to progress key regeneration projects, such as the Newry and Downpatrick environmental improvement schemes, and ensure the Local Development Plan is considerate of urban and rural regeneration priorities across the District. Infrastructure development and economic regeneration are also key features within the Community Plan for Newry, Mourne and Down and the Economic Development, Regeneration and Tourism Delivery Plan.
CO10	Establish a new civic centre for Newry City		The Council is working with the Strategic Investment Board to develop a project brief for the civic centre in Newry City. It is anticipated that a site will be selected by 2018 and the build completed by 2022.

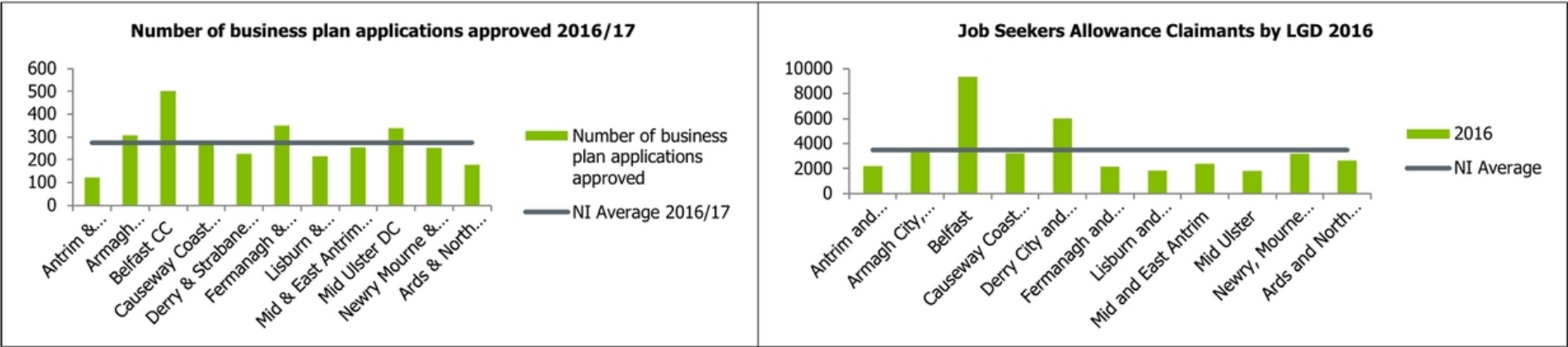
Ref	Measures of Success	2015-16		2016-17		NI Average 2016-17	Status	Trend	Explanatory Note
MS4	Increased number	Target	Actual	Target	Actual	n/a			In 2015-16, the Council exceeded the target set



	of new businesses started	207	232	197	172				through the Regional Start Initiative for new businesses started by 11%. Whilst there were 172 new business starts in 2016-17, there was a slight reduction in performance from 2015-16 as the programme moved into interim delivery arrangements, which included a change in the marketing structure of the programme, resulting in a lower level of participation for the 2016/17 period.
MS5	Increased levels of employment	Target	Actual	Target	Actual	208			<p>During 2015-16, the Council promoted 261 jobs through business start up activity, exceeding its target by 68%. During 2016-17 the Council promoted a further 192 jobs through business start up activity. Although the Council's target was exceeded, there was a slight reduction in performance from 2015-16 as the programme moved into interim delivery arrangements, which included a change in the marketing structure of the programme, resulting in a lower level of participation for the 2016/17 period.</p> <p>In addition, the number of job seekers allowance claimants reduced by 20.4%, from 4,010 in 2015 to 3,190 in 2016 which falls below the regional average of 3,463. However, Newry, Mourne and Down has the fifth highest number of claimants across the 11 Local Government Districts.</p>
		<155	261	<155	192				
MS6	Major planning applications processed within 30 weeks	Target	Actual	Target	Actual	20.4%	n/a		<p>Between 2015-16 and 2016-17, the number of major planning applications processed within the target time of 30 weeks decreased by 1.9% and fell below the regional average of 20.4%. The average processing time also increased from 56.4 weeks to 86.6 weeks over the same period which can largely be attributed to the processing times of legacy planning applications. However, during 2016-17, the Council issued the second highest number of decisions on</p>
		n/a	16.7%	n/a	14.8%				






									major planning applications (26) out of the 11 Councils.
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## Corporate Objective 3

### Support improved health and wellbeing outcomes





Ref	Key Actions	Status	Progress
CO11	Replace the two existing Leisure Centres in Newry City and Downpatrick		Newry Leisure Centre is scheduled to complete in October 2017 and Downpatrick Leisure Centre is scheduled to complete in Summer 2018. Both major projects represent a capital investment of £36million, providing state of the art leisure facilities for local communities across the District.
CO12	Develop targeted programmes to tackle obesity and diabetes		<p>During 2016-17, 10,140 residents took part in Everybody Active 2020, accessing physical activity programmes such as Couch to 5k, yoga, pilates, aqua aerobics and rugby. This included 4,554 women and girls, 2,824 people with a disability and 2,758 people from areas of high social need.</p> <p>During 2017-18, a separate leisure sub brand will be created and leisure services will be modernised through improved ICT. An Activity, Promotion and Development Plan will also be developed and promoted, and will include programmes to target obesity and diabetes, and target citizens who are not engaged in any form of physical activity.</p>
CO13	Promote increased physical activity levels		<p>During Summer 2016, 834 children and young people, and 9 community volunteers, took part in a Community Play Pilot at eight locations across the District, participating in a range of physical, creative and messy play activities.</p> <p>Through the Social Investment Fund, the Council has been awarded over £2.7m from the Executive Office and Department for Communities to provide 3G football pitches in Downpatrick, Ballyhornan and Kilcooley, and refurbish Castlewellan Community Centre, expanding community development activity, youth training and summer</p>

			schemes.
CO14	Implement a leisure facilities and play strategy		The Sports Facility Strategy and Play Strategy were adopted by the Council in 2016-17 and year one of implementation for both strategies is underway.






Ref	Measures of Success	2015-16	2016-17	Status	Trend	Explanatory Note
MS7	Two leisure centres constructed and operational	n/a	n/a		n/a	Newry Leisure Centre is scheduled to complete in October 2017 and Downpatrick Leisure Centre is scheduled to complete in Spring 2018.
MS8	Increase in the number of people using Council leisure facilities	1,435,558 attendances	1,453,107 attendances	n/a		Between 2015-16 and 2016-17, there was a 1.2% increase in usage of Council leisure facilities. This includes increases of 6.8% in the number of attendances at Newry Leisure Centre and 4% in the number of attendances at Down Leisure Centre.

## Corporate Objective 4

### Protect our natural and built environment

Ref	Key Actions.	Status	Progress
CO15	Close our existing landfill sites		Aughnagun and Drumanakelly landfill sites have been closed, reducing to almost zero the amount of waste sent to landfill.
CO16	Better manage the District's waste		Between 2015-16 and 2016-17, the Council increased the percentage of household waste that is recycled by 1.2% to 40.1% and reduced the amount of biodegradable municipal waste that is sent to landfill by 69.7% to 9,017 tonnes, exceeding its targets for 2016-17. The Council is introducing a number of programmes, including a food waste scheme and standardising glass collection across the District in order to meet future recycling and landfill targets. The Council also delivered 150 environmental and sustainability programmes, many of which focused on waste management.
CO17	Reduce the risk of flooding in high risk areas		The Council has been collaborating with the Rivers Agency regarding areas of high risk flooding, ensuring flood mitigation and prevention is incorporated into the Local Development Plan. In partnership with NI Water, the Council completed the Camlough Lake Rehabilitation Scheme in May 2017.
CO18	Protect the District's rich natural and built heritage		The Council has developed a Biodiversity Action Plan to protect, maintain, enhance and restore biodiversity across the District, and mainstream biodiversity conservation across all Directorates. The Council has also submitted an application to be the lead partner for an INTEREGG VA Habitat and Species Conservation project, and if successful, the £8m project will deliver conservation actions and a communications/outreach programme across Scotland, Northern Ireland and the Republic of Ireland over a 5 year period.



			Protecting the natural and built environment is also a key feature within the Council's three AONB Action Plans and forms part of the wider consideration undertaken with each of the 1,500 planning applications processed and 2,000 decisions issued in 2016-17. The Greenway Phase 1, Albert Basin to the Weir, was completed with the cost funded by the Landfill Community Fund.
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Ref	Measures of Success	2015-16		2016-17		Status	Trend	Explanatory Note
MS9	Level of waste to landfill – zero waste to landfill across the District	Target	Actual	Target	Actual			Aughnagun and Drumanakelly landfill sites are closed and the amount of biodegradable local authority collected municipal waste that is sent to landfill has reduced by 69.7% to 9,017.3 tonnes.
		<26,396 tonnes	29,762 tonnes	<15,000 tonnes	9,017.3 tonnes			
MS10	Completion of flood defences at Camlough Lake	n/a		n/a			n/a	The Camlough Lake Rehabilitation Scheme completed in May 2017.
MS11	70% of planning enforcement cases processed within 39 weeks	Target	Actual	Target	Actual			Whilst the Council did not meet the statutory target of 70%, the percentage of planning enforcement cases processed within 39 weeks increased by 2% between 2015-2017.
		70%	54.1%	70%	56.1%			



## Corporate Objective 5

### Lead the regeneration of urban and rural areas





Ref.	Key Actions.	Status	Progress
CO19	Implement master plans, including an up-to-date action plan for every town and village		<p>Through the Rural Development Programme, the Mourne, Gullion and Lecale Partnership launched its first open call for applications which resulted in 326 expressions of interest in the Rural Business Investment, Rural Basic Services and Village Renewal Schemes. Consultation to develop and update Village Plans is currently underway and will be used to identify and deliver future village renewal across the District.</p> <p>In partnership with Invest NI, Strategic Investment Board and Kilkeel Strategic Partnership, the Council has completed the Kilkeel Harbour Development Options Feasibility Study. The Stage 2 Derisking Strategy is now underway which looks at the preferred option for the development in Kilkeel and its impact.</p>
CO20	Introduce a rolling programme of EI schemes across towns and villages		<p>The environmental improvement schemes in Newry Cathedral Quarter and Warrenpoint are complete and both revitalisation schemes are due to commence in 2017-18. The Downpatrick Irish Street Public Realm Scheme will commence in 2017 and the Townscape Heritage Initiative Proposal for Irish Street has also begun. The Council was also awarded £850k funding to restore Warrenpoint Municipal Park which will be delivered between 2017-22 and the Forkhill Greenspace Project is now complete.</p> <p>Through the 'Live Here, Love Here, Down Your Street' programme, the Council awarded £39k to 16 community based projects to improve the quality and cleanliness of the local environment.</p>


CO21	Agree with the Department of Social Development (DSD) arrangements for the transfer of regeneration powers and functions	No longer relevant	Regeneration powers will no longer transfer from central to local government. The Council has been liaising with the Department for Communities to agree how future regeneration projects will be progressed through effective partnership working and collaboration.
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Ref	Measure of Success	Target - 2020	Explanatory Note
MS12	Increased number of new businesses and jobs created in rural areas	55 new micro and small businesses created in rural areas	To be delivered and monitored through the Rural Development Programme 2015-2020.
		147 new jobs created in rural areas	

## Corporate Objective 6

Advocate on your behalf specifically in relation to those issues that really matter to you

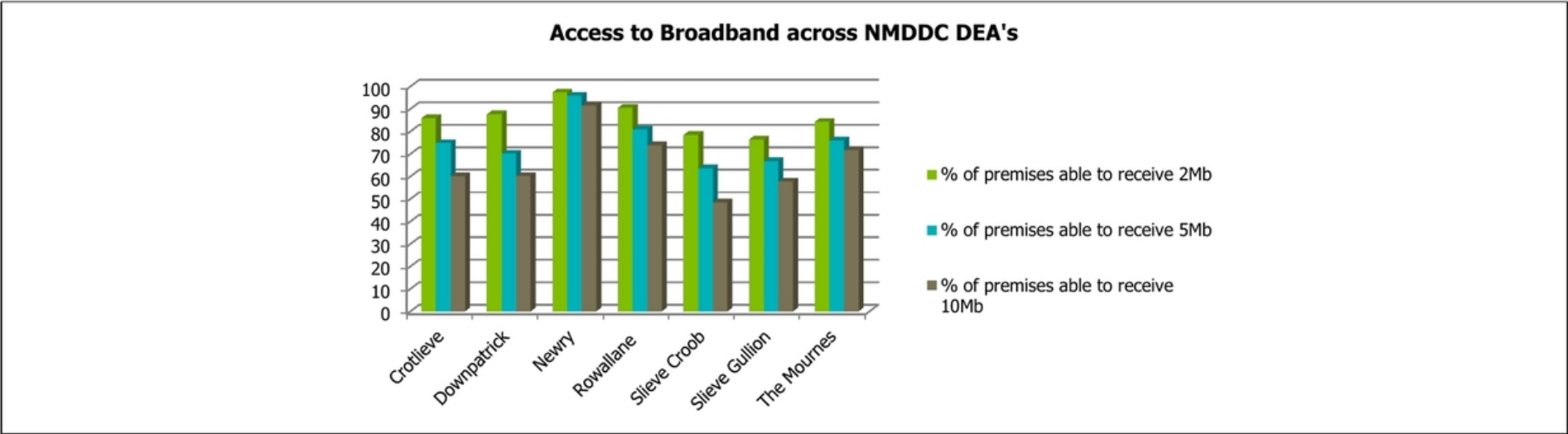
Ref.	Key Actions.	Status	Progress
CO22	Establish a new Community Planning Partnership as a means to engage and involve statutory partners as well as communities in developing the District		The Community Planning Partnership is operational and the governance structure has been agreed with the statutory, community and voluntary sectors. The Community Planning Partnership is supported by four Thematic Delivery Groups, Stakeholder Forum and seven DEA Fora which engage local communities through public events.
CO23	Attract public sector jobs to the District		The creation of jobs locally, including public sector employment is a key priority outlined within the Council's Economic Regeneration and Investment Strategy. The Council works closely with all Government Departments to ensure current public sector positions are retained, and the District continues to grow as a base for Public Sector services and employment.
CO24	Advocate for the introduction of high-speed broadband and enhanced mobile infrastructure across the District		The Council has met BT to discuss broadband provision across the District. A number of interventions have taken place including the 'Broadband Connection Voucher Scheme' and 'Rural Broadband Fund' which will benefit local businesses and organisations. The Council is also supporting the Department for the Economy to roll out the Superfast Broadband Programme and has commissioned research to identify rural 'not spots' which do not fall within the scope of Government initiatives, and may be addressed through the Rural Development Programme and other similar initiatives.
CO25	Lobby for the improvement of roads		The Council hosts two meetings per annum with Transport Northern Ireland to highlight and discuss the improvements required to the roads infrastructure across the

	within and across the District		<p>District. Many DEA Fora also have regular liaison with Transport NI to highlight, log and address specific issues with regards to roads and street lighting within their respective areas.</p> <p>Improving the roads infrastructure has also been prioritised as part of the development and delivery of the Community Plan for Newry, Mourne and Down and the Environment and Spatial Development Delivery Plan, specifically in relation to the Newry Southern Relief Road, Ballynahinch Bypass and A7 Saintfield Road.</p>
CO26	Promote good health care provision for all citizens		<p>The Council has put in place consultation arrangements with the Southern and South Eastern Health and Social Care Trusts to discuss issues which directly relate to the provision of health services in Newry, Mourne and Down. Through the Community Planning Health and Wellbeing Thematic Group, the Council is also working with key partners on initiatives to promote physical activity, healthier living, mental and emotional wellbeing, sustainable schools and emergency responses.</p> <p>The Council is also focused on improving health and wellbeing outcomes for all. An Age Friendly Strategy for the District has been adopted, an Older Person's Forum has been established to facilitate dialogue and joined up working with key stakeholders and health inequalities is addressed through the Locality Action Plan.</p>

Ref	Measures of Success	2016-17			Explanatory Note
MS13	Increased broadband and mobile coverage	% of premises able to receive 2MB	% of premises able to receive 5MB	% of premises able to receive 10MB	Baseline data reveals that the majority of premises across the District have access broadband. However, there are significant geographic variations in the number of premises able to receive 10MB broadband, which equates to 92% of premises in the Newry DEA compared to 48% of premises in the Slieve Croob DEA.
		86%	75%	66%	
MS14	Improved roads infrastructure	399 roads infrastructure schemes completed by the Department for Infrastructure			The Department for Infrastructure completed 399 schemes to improve the roads infrastructure across the







			District. This included a range of strengthening schemes, network maintenance, resurfacing, footway reconstruction and lighting upgrades. Progress has also been made in driving forward the major road improvements at the A24 Ballynahinch Bypass, Newry Southern Relief Road, Rowallane to Doran’s Rock and the Downpatrick Eastern Distributor.
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## Corporate Objective 7

### Empower and improve the capacity of our communities





Ref.	Key Actions.	Status	Progress
CO27	Establish seven new Community Fora based on District Electoral Areas (DEAs) to allow for engagement and reporting at a local level		<p>The seven DEA Fora across the District have been operational since September 2015 and have successfully facilitated effective engagement, participation and locality based working. During 2016-17, the DEA Fora held 20 public engagement events, appointed a total of 44 independent members representing networks across the voluntary, community and business sectors, developed interim action plans for their local area and supported 180 community groups in meeting their objectives.</p> <p>Through the Financial Assistance Scheme, the Council awarded £651,648 to 259 applicants to deliver community based projects in the areas of arts and culture, summer schemes, community engagement, sports development, capital projects and community events, community safety and good relations.</p>
CO28	Explore the potential for the community management of current Council facilities		The Council is carrying out an Audit of Effectiveness for community centres, examining how communities are supported through the provision of community facilities, with the overall aim of delivering more equitable service provision to all groups and communities in the future.
CO29	Develop a community engagement strategy for all aspects of Council services		The Community Engagement Strategy has been adopted and will be supported by the corporate Consultation and Engagement Framework.
CO30	Develop and deliver a Community Support Plan (formerly the		The Community Support Plan has been developed and is in the process of being delivered. Significant progress has been made in supporting the Newry, Mourne and Down Citizens Advice Bureau, delivering the Council's financial assistance scheme to

	responsibility of the DSD)		local community groups and reviewing community centre provision across the District.
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Ref	Measures of Success	Status	Explanatory Note
MS15	Community Plan completed and published by mid 2016		The Community Plan for Newry, Mourne and Down was published on 1 April 2017, and is supported by four Thematic Delivery Plans for Health and Wellbeing, Economic Development, Regeneration and Tourism, Environment and Spatial Development and Safety and Good Relations.
MS16	7 Community Fora established across the entire District with associated action plans		The seven DEA For a have been operational since September 2015 and are currently made up of 41 Elected Members and 44 independent members, representing networks across the voluntary, community and business sectors. Each DEA Fora is currently progressing the implementation of their action plans, which seek to address local issues.

## Corporate Objective 8

### Transform and modernise the Council, providing accessible as well as value for money services

Ref.	Key Actions.	2016/17	Progress
CO31	Become an Investors in People (IIP) and Customer Service Excellence (CSE) accredited organisation		Whilst it has been agreed that the Council will not proceed with CSE and IIP at this time, re-accreditation of the Elected Members Development Charter has been secured, which acknowledges the Council's ongoing commitment to learning and development to assist Elected Members in their roles as civic and community leaders.
CO32	Develop a strategic financial plan to meet the capital and revenue needs of the Council		The Council has adopted a four year Medium Term Financial Plan and Capital Budget.
CO33	Comprehensively review existing models of service delivery to identify more efficient ways of doing business		In response to local government reform and as part of the modernisation agenda, the Council's organisational structure has been agreed and is in the process of being implemented. This structure has been designed to support and facilitate business transformation and the delivery of more efficient and effective services to local communities. A number of inward and outward facing plans strategies have been developed to facilitate this process and support the achievement of corporate objectives, including the IT Transformation Strategy, Irish Language Strategy, Tourism Strategy and Play Strategy.
CO34	Implement an Improvement Plan to transform existing Council operations		The Council published the Performance Improvement Plan 2016-17 and received a certificate of compliance from the Local Government Auditor. The Council is currently progressing the 'proposals for improvement' which were put forward by the Northern Ireland Audit Office following the Performance Audit and Assessment

in 2016.

Ref	Measures of Success	Status / Trend	Explanatory Note
MS17	Increased citizen satisfaction		During 2017-18, the Council will consider carrying out customer satisfaction surveys through APSE Performance Networks to gauge satisfaction levels with the Council and some of the services it provides.
MS18	Increased employee satisfaction		The Council actively seeks to improve the overall welfare and wellbeing of employees. During Summer 2017, the Council carried out a Wellbeing Survey, which provided individual respondents with tailored advice on how to improve their overall wellbeing. During 2017-18, the Council will also carry out a Stress Audit, and the recently established Health and Wellbeing Working Group will be involved in the development and delivery of action plans to address the issues highlighted through both surveys. The Council will also continue to run the health surveillance programme to detect the early signs of work related ill health amongst employees exposed to certain health risks.
MS19	Reduced absenteeism		In 2015-16, the Council recorded 15.94 days lost per full time employee which increased to 17.33 days in 2016-17. Whilst long term absenteeism per full time employee increased from 11.09 days in 2015-16 to 13.04 days in 2016-17, short term absenteeism decreased from 4.86 days in 2015-16 to 4.29 days in 2016-17.
MS20	IIP/CSE accreditation		The Council has agreed not to proceed with IIP/CSE accreditation.
MS21	Annual Improvement Plan validated by the Local Government Auditor		Certificate of compliance received from the Local Government Auditor in relation to the Duty of Improvement 2016-17.



<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	14 September 2017
<b>Subject:</b>	Assessment of Performance 2016-17
<b>Reporting Officer:</b>	Johnny McBride - Assistant Director: Community Planning and Performance
<b>Contact Officer:</b>	Kate Bingham – Head of Performance and Improvement

<b>Decisions Required:</b>	
Members are asked to note the contents of the report, and to give consideration and agreement to:	
<ul style="list-style-type: none"> <li>• The Assessment of Performance 2016-17</li> <li>• The publication of the Assessment of Performance by 30 September 2017, before full Council ratification, in order to meet the statutory deadline</li> </ul>	
<b>1.0</b>	<b>Purpose &amp; Background</b>
1.1	Part 12 of the Local Government Act (NI) 2014 requires district councils to put in place arrangements to secure continuous improvement in the exercise of their functions. Through the Act, the Council has a statutory requirement to produce and publish an Assessment of Performance before 30 September each year.
1.2	<p>This assessment must outline the Council's progress in relation to the General Duty of Improvement and planned improvements against previous year's:</p> <ul style="list-style-type: none"> <li>• Performance improvement objectives</li> <li>• Statutory performance indicators and standards for economic development, planning and waste management</li> <li>• Self imposed performance indicators and standards</li> </ul> <p>The Assessment of Performance 2016-17 is attached at Appendix 1 and provides an overview of the Council's progress in:</p> <ul style="list-style-type: none"> <li>• Meeting the General Duty of Improvement</li> <li>• Delivering the performance improvement objectives 2016-17</li> <li>• Meeting the statutory performance indicators and standards for economic development, planning and waste management, which includes benchmarking with other local authorities and comparing trends over time</li> <li>• Delivering the 'objectives' and 'measures of success' within the Corporate Plan 2015-19</li> </ul> <p>It should be noted that monitoring, analysing and reporting performance information can be largely subjective and open to interpretation.</p>



<b>2.0</b>	<b>Key issues</b>
2.1	<p>There is a statutory requirement to publish the Assessment of Performance 2016-17 on the Council's website by 30 September 2017. The Assessment of Performance will form a key part of the Improvement Audit and Assessment which is currently being carried out by the Northern Ireland Audit Office, and focuses on the following six themes, using a compliance based approach:</p> <ul style="list-style-type: none"> <li>• General duty to improve</li> <li>• Improvement objectives</li> <li>• Consultation on improvement duties</li> <li>• The Improvement Plan</li> <li>• Collection of information relating to performance</li> <li>• Use and publication of performance information</li> </ul> <p>Through the Improvement Audit and Assessment, the Northern Ireland Audit Office will determine how effective and robust the Council's performance management arrangements are, as well as the Council's likelihood to comply with the duty to make arrangements to secure continuous improvement.</p>
2.2	<p>The Council continues to strengthen and embed the arrangements it has put in place to secure continuous improvement in the exercise of functions. Progress has been made in driving forward the 'proposals for improvement' which were put forward by the Northern Ireland Audit Office following the Improvement Audit and Assessment in 2016, as highlighted below:</p> <ul style="list-style-type: none"> <li>• The 2017-18 performance improvement objectives are more 'outcome' focused, based on robust and effective consultation feedback, and clearly aligned to community planning outcomes and corporate priorities.</li> <li>• A comprehensive Business Planning and Performance Management Framework has been introduced which will provide assurance that the Council is delivering its corporate priorities and performance improvement objectives.</li> <li>• Robust governance arrangements have been introduced to support the development, monitoring, reporting and review of the Performance Improvement Plan, and facilitate greater transparency and accountability across the organisation.</li> <li>• The Council continues to strengthen its arrangements to benchmark and compare performance across a suite of statutory and non statutory performance indicators.</li> </ul>
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>To consider and agree to:</p> <ul style="list-style-type: none"> <li>• The Assessment of Performance 2016-17</li> <li>• The publication of the Assessment of Performance by 30 September 2017, before full Council ratification, in order to meet the statutory deadline</li> </ul>
<b>4.0</b>	<b>Resource Implications</b>
4.1	There are no resource implications contained within this report.

5.0	<b>Equality and Good Relations Implications</b>
5.1	There are no equality and good relations implications arising from this report.
6.0	<b>Appendices</b>
6.1	<ul style="list-style-type: none"><li>• <b>Appendix 1</b> – Assessment of Performance 2016-17</li></ul>