



March 9th, 2018

**Notice Of Meeting**

You are invited to attend the Strategy Policy and Resources Committee Meeting to be held on **Thursday, 15th March 2018 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 & Chairperson's Remarks

## 2.0 Declarations of Interest

## 3.0 Action Sheet arising from SPR Meeting held on 15 February 2018

 *SPR-15022018.pdf*

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### *Corporate Planning and Policy*

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## 4.0 Credit Card Policy

 *NMDDC Credit Card Policy.pdf*

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 *Credit Card Policy.pdf*

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### *For Discussion/Decision*

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## 5.0 Land at Linkside Park, Newcastle

 *Land at Linkside Park, Newcastle.pdf*

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## 6.0 Household Survey Methodology - action coming out of previous minutes

 *SP&R - Stakeholder Surveys.pdf*

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## 7.0 Draft Performance Improvement Objectives 2019-2020

 *SPR Report - Draft Performance Improvement Objectives 2018-19.pdf*

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 *Appendix 1 - Consultation on Draft Performance Improvement Objectives 2018-19.pdf*

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 *Appendix 2 - Overall approach to develop the Performance Improvement Plan 2018-19.pdf*

*Page 66*

## 8.0 Report of Housing Need Symposium - 22 January 2018

 *SP&R - Social Housing Need Symposium - Cover Report.pdf*

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 *SP&R - Social Housing - App I.pdf*

*Page 70*

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**9.0 Transfer of obligations under a Deed of Charge – Tourism Facility at Trassey, Newcastle**

 *ReportSP&RTrassey15032018.pdf*

*Not included*

**10.0 Proposed leasing of Newry Sports Centre car park to Southern Regional College**

 *Report - Proposed leasing of Newry Sports Centre car park to Southern Regional College March 2018.pdf*

*Not included*

**12.0 Update on Down Leisure Centre**

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**11.0 Report on Photovoltaic Panels for Down Leisure Centre**

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***For Noting***

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**13.0 Local Government Staff Commission-Dissolution Funding and Continuing Operations 2018-22**

 *LGSC.pdf*

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**14.0 Draft Community Planning Partnership Board Minutes - 30th January 2018**

 *DRAFT Minutes CPP Board Meeting - 30 01 18.pdf*

*Page 76*

**15.0 Local Development Plan Steering Group - Minutes of meeting 14 February 2018**

 *Minutes of LDP SG meeting 14.02.18.pdf*

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# 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>
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>
Cllr William Clarke	<a href="mailto:william.clarke@nmandd.org">william.clarke@nmandd.org</a>
Cllr Garth Craig	<a href="mailto:garth.craig@nmandd.org">garth.craig@nmandd.org</a>
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>
Cllr Sean Doran	<a href="mailto:sean.doran@nmandd.org">sean.doran@nmandd.org</a>
Cllr Cadogan Enright	<a href="mailto:cadogan.enright@nmandd.org">cadogan.enright@nmandd.org</a>
Cllr Gillian Fitzpatrick	<a href="mailto:gillian.fitzpatrick@nmandd.org">gillian.fitzpatrick@nmandd.org</a>
Mr Patrick Green	<a href="mailto:patrick.green@nmandd.org">patrick.green@nmandd.org</a>
Cllr Glyn Hanna	<a href="mailto:glyn.hanna@nmandd.org">glyn.hanna@nmandd.org</a>
Mr Liam Hannaway	<a href="mailto:liam.hannaway@nmandd.org">liam.hannaway@nmandd.org</a>
Cllr Valerie Harte	<a href="mailto:valerie.harte@nmandd.org">valerie.harte@nmandd.org</a>
Cllr Harry Harvey	<a href="mailto:harry.harvey@nmandd.org">harry.harvey@nmandd.org</a>
Cllr Terry Hearty	<a href="mailto:terry.hearty@nmandd.org">terry.hearty@nmandd.org</a>
Cllr Roisin Howell	<a href="mailto:roisin.howell@nmandd.org">roisin.howell@nmandd.org</a>
Cllr David Hyland	<a href="mailto:david.hyland@nmandd.org">david.hyland@nmandd.org</a>
Cllr Liz Kimmins	<a href="mailto:liz.kimmins@nmandd.org">liz.kimmins@nmandd.org</a>
Cllr Mickey Larkin	<a href="mailto:micky.larkin@nmandd.org">micky.larkin@nmandd.org</a>
Mr Michael Lipsett	<a href="mailto:michael.lipsett@nmandd.org">michael.lipsett@nmandd.org</a>
Cllr Kate Loughran	<a href="mailto:kate.loughran@nmandd.org">kate.loughran@nmandd.org</a>
Cllr Jill Macauley	<a href="mailto:jill.macauley@nmandd.org">jill.macauley@nmandd.org</a>
Mr Johnny Mc Bride	<a href="mailto:johnny.mcbride@newryandmourne.gov.uk">johnny.mcbride@newryandmourne.gov.uk</a>
Colette McAteer	<a href="mailto:colette.mcateer@nmandd.org">colette.mcateer@nmandd.org</a>
Cllr Declan McAteer	<a href="mailto:declan.mcateer@nmandd.org">declan.mcateer@nmandd.org</a>
Patricia McKeever	<a href="mailto:patricia.mckeever@nmandd.org">patricia.mckeever@nmandd.org</a>
Cllr Oksana McMahon	<a href="mailto:oksana.mcmahon@nmandd.org">oksana.mcmahon@nmandd.org</a>
Cllr Andrew McMurray	<a href="mailto:andrew.mcmurray@nmandd.org">andrew.mcmurray@nmandd.org</a>
Eileen McParland	<a href="mailto:eileen.mcparland@nmandd.org">eileen.mcparland@nmandd.org</a>
Catrina Miskelly	<a href="mailto:catrina.miskelly@downdc.gov.uk">catrina.miskelly@downdc.gov.uk</a>
Mr Colin Moffett	<a href="mailto:colin.moffett@nmandd.org">colin.moffett@nmandd.org</a>
Cllr Roisin Mulgrew	<a href="mailto:roisin.mulgrew@nmandd.org">roisin.mulgrew@nmandd.org</a>
Cllr Mark Murnin	<a href="mailto:mark.murnin@nmandd.org">mark.murnin@nmandd.org</a>
Cllr Barra O Muiri	<a href="mailto:barra.omuiiri@nmandd.org">barra.omuiiri@nmandd.org</a>



Ms Patricia Oakes	<a href="mailto:patricia.oakes@nmandd.org">patricia.oakes@nmandd.org</a>
Cllr Brian Quinn	<a href="mailto:brian.quinn@nmandd.org">brian.quinn@nmandd.org</a>
Cllr Henry Reilly	<a href="mailto:henry.reilly@nmandd.org">henry.reilly@nmandd.org</a>
Cllr John Rice	<a href="mailto:john.rice@nmandd.org">john.rice@nmandd.org</a>
Ms Alison Robb	<a href="mailto:Alison.Robb@downdc.gov.uk">Alison.Robb@downdc.gov.uk</a>
Cllr Michael Ruane	<a href="mailto:michael.ruane@nmandd.org">michael.ruane@nmandd.org</a>
Cllr Michael Savage	<a href="mailto:michael.savage@nmandd.org">michael.savage@nmandd.org</a>
Cllr Gareth Sharvin	<a href="mailto:gareth.sharvin@nmandd.org">gareth.sharvin@nmandd.org</a>
Cllr Gary Stokes	<a href="mailto:gary.stokes@nmandd.org">gary.stokes@nmandd.org</a>
Sarah Taggart	<a href="mailto:sarah-louise.taggart@nmandd.org">sarah-louise.taggart@nmandd.org</a>
Cllr David Taylor	<a href="mailto:david.taylor@nmandd.org">david.taylor@nmandd.org</a>
Cllr Jarlath Tinnelly	<a href="mailto:jarlath.tinnelly@nmandd.org">jarlath.tinnelly@nmandd.org</a>
Cllr John Trainor	<a href="mailto:john.trainor@nmandd.org">john.trainor@nmandd.org</a>
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>

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

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2015					
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>	C Mallon	<p>On-going.</p> <p><i>Ballyedmond Estates Consultants updating the Ecological Impact Assessments and collating additional information. This matter is on-going.</i></p>	N

**ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) – THURSDAY 17 NOVEMBER 2016 – ITEMS STILL IN PROGRESS OR ON-GOING.**

SPR/257/2016	Peace IV	Application to be submitted to Shared Spaces and Services funding call for the John Doyle Peace Centre.	J McCabe	Referred to AHC for follow up of PEACE IV fund	Y
SPR/282/2016	Correspondence from the Department for Communities Regeneration Bill	Council to write to the Minister for Communities asking him to reconsider the decision not to progress the Regeneration Bill.	L Hannaway	To be completed once a Minister for Communities is in place.	N

**ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) – THURSDAY 15 FEBRUARY 2018**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
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Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SPR/020/2018	Action Sheet of SPR held on 18 January 2018	Issue of disabled toilets in Saintfield to be raised by Director of Corporate Services with Director of RTS to respond to Councillor on same. Noted	D Carville	Cllr Burgess advised on 28.2.18. Referred to RTS	Y
SPR/021/2018	Policy on Gifts	It was agreed to adopt the circulated guidelines and associated procedure in relation to the offer and acceptance of gifts to Council, with review by SP&R Committee six monthly and DEA Councillors advised of gifts being offered for information.	L. Moore	Noted	Y
SPR/022/2018	Review of Advertising	It was agreed to reject the officer's recommendation to review advertising practices in view of findings and implementation of the Corporate Digital Communications Strategy and move to placing advertisement where possible online.	R Mackin	Noted	Y
SPR/023/2018	Scéim Sparánachtaí Na Gaelige/Irish Language Bursary Scheme	The proposed process regarding implementation of the Council's Irish Language Bursary Scheme was agreed.	C Moffett	Noted	Y
SPR/024/2018	Téarma Tagartha Nuashonraithe – Grúpa Oibre Traspháirtí Um Straitéis Na Gaeilge/Terms of Reference – Irish Language Working Group	It was agreed to accept the updated Terms of Reference for the Irish Language Working Group.	C Moffett	Noted	Y
SPR/026/2018	Accounts Payable Policy	It was agreed to approve the revised policy in relation to payments within the Council.	K Montgomery	Noted	Y
SPR/027/2018	Stakeholder Surveys	It was agreed that officers complete further work to look at industry best practice in relation to surveying	J McBride	Noted. Agenda item.	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		methods, to include telephone surveying.			
SPR/028/2018	Request to Gift the Lusitania Davit to Lusitania Museum in Kinsale	It was agreed to gift the Lusitania Davit to Lusitania Museum in Kinsale with the cost of removal and transport being attributed to Visitor Centre and Museum in Kinsale.	L. Hannaway	Noted	Y

#### 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/0302018	Harmony Way Contract	It was agreed to approve the appointment of Whitemountain Quarries to complete drainage and re-surfacing works at Harmony Way/Windmill Street, Ballynahinch at an estimated cost outlined in para 3.1 of the Officer's Report – the quotation having been obtained through a Central Government Framework Agreement.	C Mallon	Noted	Y
SPR/031/2018	Management Accounts to 31 <sup>st</sup> December 2017	It was agreed to note the Management Accounts to 31 <sup>st</sup> December 2017.	K Montgomery	Noted	Y

<b>Report to:</b>	Strategic Policy and Resources Committee
<b>Date of Meeting:</b>	15 March 2018
<b>Subject:</b>	NMDDC Credit Card Policy
<b>Reporting Officer (Including Job Title):</b>	Dorinnia Carville Director of Corporate Services
<b>Contact Officer (Including Job Title):</b>	Gerard Byrne Audit Services Manager

<b>Decisions required:</b>	
Members are asked to approve the amendment to the Credit Card policy.	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	The Credit Card Policy was approved at the SP&R committee on the 17 November 2016. The purpose of this policy is to set out a framework for the use of Credit Cards including appropriate use and reporting of expenditure. The policy aims to ensure that the operational and administrative costs and the risks associated with credit card use are minimised, while providing cardholders with a convenient method of purchasing good and services on behalf of NMDDC.
<b>2.0</b>	<b>Key issues:</b>
2.1	The Policy has been amended to include the provision of a credit card for the Director of Enterprise Regeneration and Tourism. The limit has been set at £5,000 and it is required for Tourism and Economic Development purposes.
<b>3.0</b>	<b>Recommendations:</b>
3.1	To approve the amendment to the NMDDC Credit Card Policy.
<b>4.0</b>	<b>Resource implications</b>
4.1	None anticipated at present.
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	None
<b>6.0</b>	<b>Appendices</b>
	Appendix I: NMDDC Credit Card Policy – Version 2



# **Newry, Mourne and Down District Council**

## **Credit Card Policy**

**Effective Date: October 2016**



## Policy Control

Policy Title	Credit Card Policy
Departmental Ownership	Corporate Services
Document Owner	Dorinnia Carville, Director of Corporate Services
Officer Responsible	Gerard Byrne, Audit Services Manager
Date of Approval	SP&R – November 2016 Council – December 2016
Date of Last update	March 2018
Updated by	Gerard Byrne, Audit Services Manager
Date of next Review	March 2022
Location where document is held and referenced	Shared Drive and NMDDC Website

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## 1. Aims of this Policy

This policy aims to establish rules for the use and responsibilities of corporate credit cards by ensuring that operational and administrative costs and the risks associated with credit card use are minimised while providing cardholders with a convenient method of purchasing goods and services on behalf of NMDDC. The purpose of this policy is to set out a framework for the use of Credit Cards including appropriate use and reporting of expenditure.

## 2. Scope of the Policy

This policy applies to all persons using credit cards including:

- Employees issued with a card in their name;
- Employees using a card held by another employee card holder.

## 3. Terms and Conditions of Use of Credit Cards

Credit Card usage in the day to day business of the NMDDC is intended to facilitate transactions only in limited circumstances, chiefly to provide an easier means of booking and paying for travel and accommodation in connection with official business outside Northern Ireland, where it has not been possible to pre-book these by conventional means.

The use of credit cards is not a preferred purchasing method and is limited to purchasing of goods and services that cannot be purchased efficiently and cost effectively by other means.

The card may be used for:

- Accommodation bookings/payment;
- Payment of travel costs (air, train, taxi etc.) where it has not been possible to prebook prior to departure;
- Payment for meals and hospitality subject to the amounts being in accordance with the relevant codes and any other directions currently in force.
- The purchase of goods which can either be obtained on-line or where the on-line price represents value for money and where credit card is the only available method of payment. Prior approval by the Director of Corporate Services is required in these circumstances.

The card must not be used for:

- Withdrawing cash or obtaining foreign currency (a normal imprest can be obtained if necessary);
- The purchase of goods (other than those outlined above);
- Any type of personal expenditure - even if the intention is to repay such expenditure.





The requirements of the purchasing policy also apply to purchases using credit cards. Multiple Credit Card transactions (at the same time or over extended periods) must not be used to avoid the need to obtain quotations that would otherwise be required under the purchasing policy.

Credit card usage will be subject to management checks to ensure compliance with current policies for claiming travel and subsistence and to guard against fraud. The card must be kept in a safe place at all times. The Authorised User will be responsible for custody of the card, and, to guard against possible fraud, should not lose sight of it during a transaction. Loss of a card must be reported immediately to the Credit Card issuer (Danske Bank) and also to the Assistant Director of Finance.

The Authorised User will be responsible each month for completing the normal Credit Card Payment Authorisation form and ensuring that items charged to the credit card have been solely and necessarily incurred in the conduct of official business; for providing details of each occasion of use; and for submitting receipts or vouchers for all expenditure. Any expenditure for which supporting receipts/vouchers are not presented will become the liability of the user.

Before using the credit card, the Authorised User must sign the Acceptance and Undertaking document (Appendix 1). A copy should be retained for personal reference and the original held by the Assistant Director of Finance.

Breaches of this policy, or any related procedures, may result in the cancellations of this credit card and/or a range of administrative actions which depending on the nature and extent of the breach may be subject to the Councils Disciplinary Policy and/or civil/criminal proceedings. Cancellation of Credit Cards will be brought to the attention of Senior Management Team meetings.

Unauthorised expenditure or expenditure of a private nature that is proved to be inappropriate will be recovered from deductions in an officer's salary.

The Audit Services Manager will provide a report, at least annually, on the control, use, viability and adherence to authorised policy and procedures to the Audit Committee.

#### 4. Authorised Users

To ensure good financial management and sound corporate governance only five credit cards will be used by NMDDC. The Credit Card owners and their limits are as follows:

Job Title	Credit Card Limit	Purpose of the Credit Card
Chief Executive	£5,000	Miscellaneous activities associated with the Chief Executives role.
Director of Corporate Services	£5,000	Nonstandard IT equipment purchases or other nonstandard payments in accordance with Section 3.
Finance Manager	£5,000	All NMDDC travel costs, including meals.
Director of Enterprise, Regeneration & Tourism	£5,000	For tourism and economic development purposes.
Head of Procurement	£3,000	For purchasing items when the normal procurement method is not viable.

The Credit Card can only be used by the authorised users after they have signed the Acceptance and Undertaking agreeing to abide by the Terms and Conditions of Use as detailed in Appendix 1. The card will be terminated immediately if the authorised holder ceases to have responsibilities that require it.

An up to date record of Authorised Users including date of issue/termination, card limit etc. will be maintained and held by the Assistant Director of Finance. The Authorised Users should familiarise themselves with the regulations for travel and subsistence and must ensure that the Credit Card is not used for transactions which are not appropriate.

## **5. Role of the Authorised User**

### ***Payment Authorisation Forms***

As stated in the Acceptance and Undertaking it is the responsibility of the Authorised User to complete the Credit Card Transaction Record (CCTR) (appendix 2) form for each item of expenditure on the Credit Card and to have this expenditure approved retrospectively by the Assistant Director of Finance via the Credit Card Payment Authorisation (CCPA) (Appendix 3) form. Any disputes regarding the Credit Card statements must be noted and relevant documents regarding the outcome of the dispute must be kept for audit purposes.

### ***Payment and Updating Accounts***

- a. Each month a statement will be received from the Credit Card issuer detailing charges.
- b. This must be checked immediately upon receipt and associated with the CCPA form and copies of the relevant receipts or vouchers.
- c. Where a receipt is not available, the Authorised User will be asked to provide verification of the transaction. A receipt should follow as soon as possible.
- d. The Authorised User must ensure that any items appearing on the statement also appear on their normal CCPA form.
- e. Any item appearing on the statement which is not recognised and would not have been authorised for payment by the Authorised User should be investigated immediately with the Credit Card Company by the appropriate Authorised User.
- f. The CCPA form must then be signed by the Authorised User.
- g. A original CCPA form and original Credit Card statement must then be passed to the Finance Assistant for checking and verification no more than 5 days from the date of receipt of the statement. The Assistant Director will then approve the CCPA and will retain the vouchers in a secure location and forward the CCPA and credit card statement to Accounts Receivable for payment via debit card within 5 days of receipt of the documentation.



- h. Should a dispute arise the CCPA form and Credit Card statement must still be signed and sent to Accounts to facilitate the transfer of funds.
- i. The balance on the statement must be cleared each month by the specified date to ensure that no interest charges are incurred.
- j. In exceptional circumstances when a receipt was unable to be obtained, the NMDDC Chief Executive will authorise that the expenditure was incurred on business related activity.

It is the responsibility of the Authorised User, to pursue any disputed items with the Credit Card issuer/vendor. As stated in the 'Acceptance and Undertaking' any expenditure for which supporting receipts/vouchers are not presented will become the liability of the Authorised User.

## 6. Role of the Finance Function

To guard against fraud it is essential that finance maintain strict financial control of credit card usage and implement procedures to ensure that a full reconciliation of all transactions is completed each month.

Immediately upon receipt of the CCPA forms and the Credit Card statements, an independent officer must check and verify that the expenditure incurred complies with the terms and conditions for usage and also with the relevant codes and any other directions for payment of travel and/or subsistence in operation.

If, during the check, any discrepancies are found they should be referred back to the NMDDC Authorised User via the officer who authorised the payment. Payment should not, however, be delayed. To ensure no interest charges are incurred, payment of the balance on the credit card statement should not be delayed pending outcome of the investigation of any discrepancy.

If finance believes that a suspected fraud has occurred they should contact the Audit Services Manager as soon as possible.



## NMDDC Credit Card Agreement

### Acceptance and Undertaking

I have read and understood the Newry Mourne and Down District Council Credit Card policy, and agree to abide by its Terms and Conditions of use.

I understand that I am personally liable for any expenditure charged to the card that does not comply with the above Terms and Conditions.

I undertake to repay any such sums to Newry Mourne and Down District Council immediately.

Signed: \_\_\_\_\_  
Authorised Credit Card User

Date: \_\_\_\_\_

Name: \_\_\_\_\_

## Credit Card Transaction Record

Transaction Date	
Name of person raising the transaction	
Credit Card being used (name)	
Transaction of Behalf of Department /Officer	
Minute approval reference if applicable	
Reason for Purchase	
Why was purchase made via Credit Card	
Supplier Name	
Transaction Amount (state Currency - £,€, \$)	
VAT Amount	
Total Amount	
Cost Code	
Authorisation form	

Any further comments or justification for use of credit card



### Annex 3

## Credit Card Payment Authorisation Form

Dates from \_\_/\_\_/\_\_ to \_\_/\_\_/\_\_

Item No.	Date	Nature of Transaction	Supplier	Value	Sterling Value	Date item appear on statement	Disputed item (✓/x)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

All Expenditure listed relates to expenditure incurred in the course of business and in accordance with the terms and conditions of the use of the card

Signature of Credit Card User ..... Date.....

All expenditure listed is necessary for the business use of the organisation and is in accordance with the conditions of use of the card

Signature of Finance Officer ..... Date .....

Signature of AD of Finance ..... Date .....

<b>Report To:</b>	Strategic Policy & Resources Committee
<b>Subject:</b>	Land at Linkside Park, Newcastle
<b>Date of Meeting:</b>	15 March 2018
<b>Reporting Officer:</b>	Alison Robb, Assistant Director Corporate Services (Administration)
<b>Contact Officer:</b>	Alison Robb, Assistant Director Corporate Services (Administration)

<b>Decision Required:</b>	Agreement to regularise an encroachment adjacent to 12 Linkside Park, Newcastle prior to a transfer of the remainder lands back to NIHE, subject to the conditions set out at 1.7 below.
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	Following a review of its assets the legacy Council agreed at its meeting on 24 October 2011 to convey its interest in land at Linkside Park, Newcastle back to NIHE.
1.2	The lands are held by Council under a Conveyance from NIHE which included a user restriction to that of 'informal open space' for a consideration of £5 nominal premium.
1.3	The lands are no longer required by Council. They had been held as open space in a residential area but were not suitable for any form of development for recreation purposes due to their size and proximity to residential properties.
1.4	The matter then became the subject of protracted correspondence as it transpired that the adjoining landowner at 12 Linkside Park had encroached onto the lands inadvertently when construction work was carried out to his property. The encroachment is in the form of a boundary wall built to protect the adjoining landowners property, and secure an access from the rear of same.
1.5	NIHE require Council to regularise this encroachment before transferring the remainder lands back. This will be done by Council transferring the encroached area to the adjoining landowner and to facilitate this consent to a removal of the restrictive covenant on use is required from NIHE.
1.6	The map attached at Appendix 1 shows the area which is to be transferred to the adjoining landowner delineated in red and the area to be transferred back to NIHE hatched in black.
1.7	NIHE has now advised that it is prepared to remove the restrictive covenant to allow the onward transfer of the land shown delineated in red on the attached map to the adjoining landowner subject to the following conditions of transfer:



	<ol style="list-style-type: none"> <li>1. A £1000 premium as assessed by LPS;</li> <li>2. Land to be kept in clean and tidy condition and maintained in good order;</li> <li>3. Council will obtain all necessary permissions in respect of the use of the site;</li> <li>4. No nuisance will be permitted to arise or continue upon the demised premises;</li> <li>5. Each side to bear its own legal costs.</li> </ol>
<b>2.0</b>	<b>Key Issues:</b>
2.1	The land is not required by Council as per the legacy Council decision.
2.2	The encroachment is required to be regularised before the remainder lands can be transferred back to NIHE.
2.3	It is felt that the relatively small nature of the encroachment compared with the onerous nature of works which it would take to remove same, make this the most pragmatic way forward for all parties.
2.4	The adjoining landowner acquired his property from NIHE in 1982 and bought an extra strip of ground from NIHE in 2002 and the encroachment would appear to be unintentional based on the poor quality of maps available from that time.
2.5	Once regularisation of this matter is complete NIHE intends to look at the development potential for the site which it is believed is suitable for a single dwelling.
2.6	The £1,000 premium can be recouped by Council on transfer of the lands to the owner of 12 Linkside Park, Newcastle.

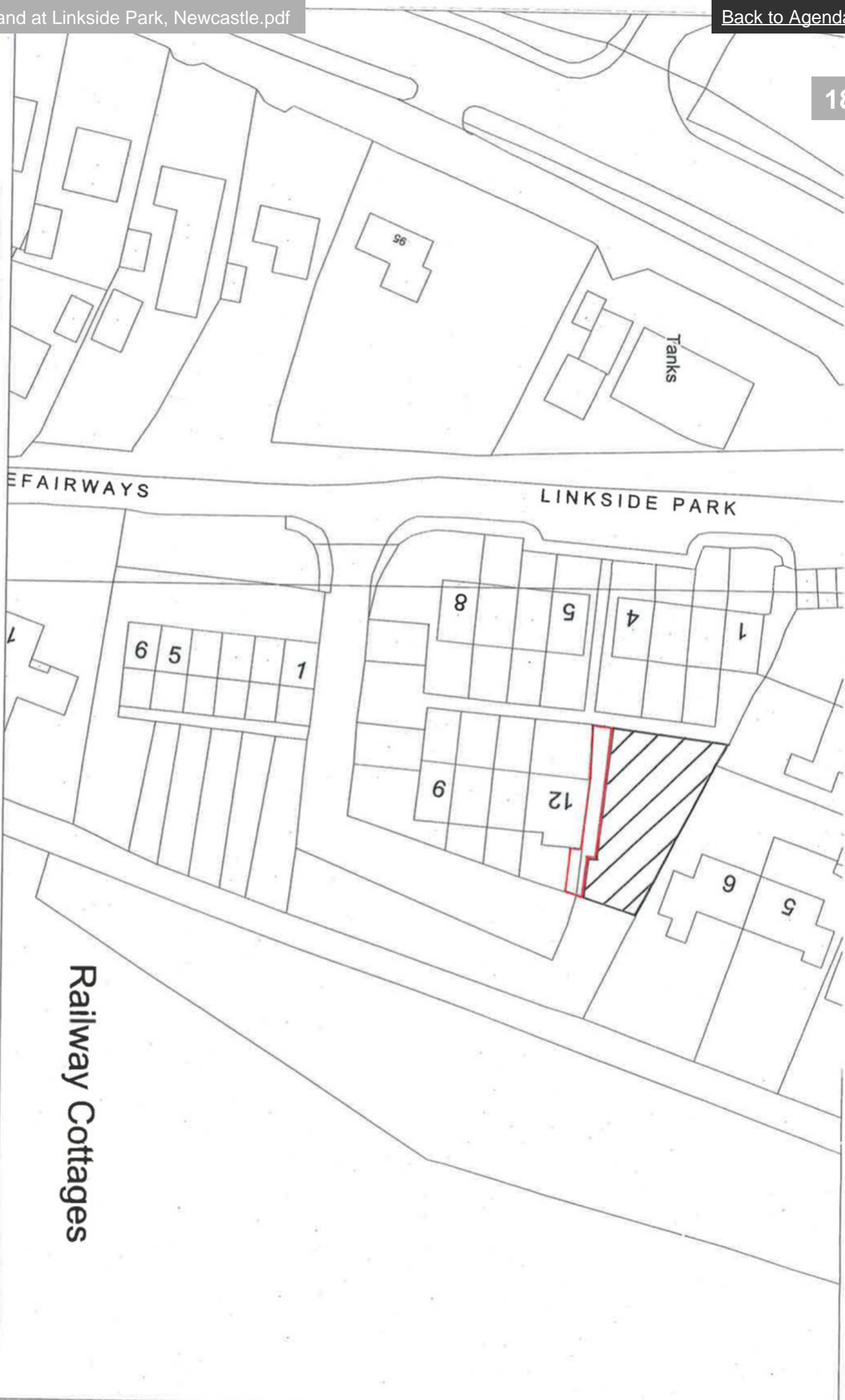
<b>3.0</b>	<b>Recommendation:</b>
3.1	Council regularise the encroachment adjacent to 12 Linkside Park, Newcastle prior to a transfer of the remainder lands back to NIHE subject to the conditions set out at 1.7 above.
<b>4.0</b>	<b>Resource implications:</b>
4.1	Financial costs – £1000 premium – nominal figure determined by LPS Legal costs – minimal.

<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	None identified.



<b>6.0</b>	<b>Appendices</b>
6.1	Appendix I: Map

## Appendix 1 - Map



12 Linkside Park Newcastle

Date: 17:11:14

Scale: 1:500

Ref:

Operator: J.S.

<b>Report to:</b>	Strategy, Policy & Resources Committee
<b>Date of Meeting:</b>	15 March 2018
<b>Subject:</b>	Stakeholder Surveys – Residents’ Survey
<b>Reporting Officer:</b>	Johnny McBride - Assistant Director: Community Planning & Performance
<b>Contact Officer:</b>	Johnny McBride - Assistant Director: Community Planning & Performance Alan Beggs – Head of Evidence & Research

<b>Decisions Required:</b>	
Members are asked to note the contents of the report, consider and agree to:	
<ul style="list-style-type: none"> <li>▪ <b>Proceeding with the commissioning of a Residents’ Survey.</b></li> </ul>	
<b>1.0</b>	<b><u>Purpose &amp; Background</u></b>
1.1	The purpose of this report is to seek the agreement of Members to proceed with commissioning a Residents’ Survey (as part of a number of stakeholder Surveys) in support of the development of a new Corporate Plan (2019-23), other important Council strategies and their subsequent performance management.
1.2	Following previous Member consideration of the same issue at the last meeting in February, several queries were raised concerning the methodology and data collection approach. This paper seeks to address these issues. A detailed methodology, as presented at the previous meeting, is included in <b>Appendix I</b> .
<b>2.0</b>	<b><u>Data Collection Approach</u></b>
2.1	Members have expressed concern at the reliance of the previous methodology upon telephone Survey.
2.2	While online consultation provides a valuable tool for Council to engage with its residents, it is not believed appropriate for providing a representative sample for this baseline engagement. Online Survey responses are shown to be under representative of those over 65 and those in areas of higher deprivation <sup>1</sup> . Also as many of our rural areas do not have good internet access it is likely to lead to low representation from these areas.
2.3	While face to face interviews are generally more expensive than telephone Surveys, discussions with other Councils suggest that some element of face to face may be accommodated within the budget constraints of the project. To this end we now propose to invite tenderers to conduct 750 Surveys by telephone, by face to face or a combination of both methods.

<sup>1</sup> Local Government Associations, Technical Review of Perception Measures 2012

2.4	Where telephone Surveying is employed examples of best practice from other local authorities can be used to improve the experience of respondents, these include; <ul style="list-style-type: none"> <li>• Advertising in local press about the upcoming Survey;</li> <li>• Writing in advance to respondents to inform them of their selection for the Survey as well as its nature and purpose;</li> <li>• Setting clear guidance around code of conduct for interviewers;</li> <li>• Using routing and piping to keep length of interview to a minimum; and</li> <li>• Stipulating clearly the maximum duration of the interview call.</li> </ul>
<b>3.0</b>	<b><u>Coordination With Other Councils</u></b>
3.1	Council has received expressions of interest from three other Councils who wish to participate in the same exercise. This may provide scope for further cost reductions, as well as comparative results with these Councils. A meeting with Council Officials from the four Councils involved has been arranged for this month to agree the methodology and next steps; however next steps are subject to individual Council approval.
<b>4.0</b>	<b><u>Best Practice</u></b>
4.1	While the Resident's Survey will be designed to meet the specific requirement of the Council, some best practise examples are included within the appendices from other local authorities. These includes example questions from Fermanagh and Omagh District Council (currently being conducted), and a presentation the results from the Belfast Residents' Survey conducted 2014.
<b>5.0</b>	<b><u>Supplementary Surveys</u></b>
5.1	The Resident's Survey will provide a robust base that will form the basis of further Residents consultation conducted through the DEA officer as well as other council channels such as customer satisfaction surveys.
5.2	The results of this consultation can be used with other statistical sources (such as the recently published updated Measures of Multiple Deprivation) to provide a comprehensive evidence-base for the Council to inform future business planning activities, both externally and internally. It is also likely that this work will prove beneficial in exploring other, more cost-effective means of how the Council engages with its key stakeholders in the future, including the use of citizen panels and e-consultation.
<b>6.0</b>	<b><u>Resource Implications</u></b>
6.1	Costs have been estimated below £20,000; however this will be subject to the completion of a procurement process.
<b>7.0</b>	<b><u>Equality &amp; Good Relations Implications</u></b>
7.1	There are no equality and good relations implications arising from this specific report, however it is likely that undertaking such a comprehensive exercise will have a positive effect on the Council's relations with the wider general public and assist with its future equality screening and rural proofing obligations. Improving how the Council consults and engages with its key stakeholders was also recently a recommendation contained within the Council's performance audit and assessment by the NIAO.

8.0	<b><u>Appendices</u></b>
	<ul style="list-style-type: none"> <li>1- Proposed Survey Methodology</li> <li>2- Example Questions from Fermanagh and Omagh District Council Residents Survey</li> <li>3- Results from the Belfast Residents' Survey 2014</li> </ul>

## **Appendix 1: Proposed Methodology- As presented at Previous SP&R Committee**

- i. A telephone Survey (to be completed by a suitably qualified external contractor) with a sample size of approximately 700 Residents across the District to provide a statistically significant return
- ii. The use of the Council's seven DEAs as a means of supplementing the Survey (this will be facilitated by existing Council staffing resources) to increase the sample size;
- iii. The establishment of quotas in relation to age, gender and rural / urban locations so as to be as representative as possible;
- iv. The examination of three main themes:
  - o Location, background and equality information. This module will be 8- 10 questions (including routing) seeking to identify the geographical location and section 75 makeup of respondent. This will be used to ensure that the sample is representative and to provide opportunity for bivariate analyses within the other modules. The full postcode of respondent will be captured to allow for accurate mapping and modelling of the data;
  - o Identification of emerging priorities. This module will be designed to ascertain the importance residence place on individual council services where they live and what they feel should be priorities or a priority spend areas for The Council moving forward. Questions may ask Residents to priorities activities from a list or indicate what importance they place on certain services, or indicate where they feel more or less resources should be targeted;
  - o Residents' satisfaction. The Resident Satisfaction module aims to assess resident satisfaction with Newry, Mourne and Down as a place to live, identify priorities, assess the performance of Council services and the Council itself. This will cover topics such as:
    - Experience of using front line Council services (leisure centres, public service centres etc.)
    - How the Council communicates and disseminates information;
    - Involvement in Council consultation exercises
    - Assessment of the performance of the Council
- v. Data protection principles will be employed to ensure that personal or private data is not identifiable from the results presented, and that any data is collected, stored and presented in a manner compliant with current and upcoming data protection legislation; and
- vi. Using the same appointed contractor to provide suitable independence and expertise to the analysis of the Survey collected and the subsequent presentation of the results.



### Employees and Elected Members

- i. Using the recently completed employee stress audit as proxy source in relation to employee-related issues. This can be supplemented by the use of employee workshops and focus groups to identify emerging priorities, which can also be supported by existing Council staffing resources at no additional cost;
- ii. Establishing a free and easy to-use on-line Survey for collecting information from the Council's Elected Members. Again, this can be established by existing Council staffing resources; and
- iii. Using the Council's Evidence & Research Team to analyse the results from both Surveys.



## Appendix 2: Example Questions, Fermanagh and Omagh Residents Survey

- A5. On a scale from 0 to 10 (where 0=not at all important and 10=extremely important) please say how important each of the following Council service areas is to you personally? **(Record score for each)**

	Score
Arts and culture (Theatre / arts centre, museums etc)	
Bin Collection (weekly bin collection – green/black, blue and brown)	
Community Services (community centres, support and grants programmes)	
Economic development and tourism (start-a-business programmes, Village Renewal, tourism marketing)	
Environmental Awareness / Biodiversity (wildlife, flora, fauna, preservation)	
Environmental Health (food hygiene - scores on doors, water quality control, house safety visits etc)	
Grounds Maintenance (grass cutting, flower displays)	
Leisure and Sports (leisure centres, pitch provision, outreach activity)	
Off-Street Car Parking (car parks (note: not on-street parking))	
Parks and Open Spaces (The Grange Park, Omagh, Forthill Park, Enniskillen)	
Planning and Building Control (Land use planning, planning applications)	
Recycling Centres (Skip / dump provision)	
Street Cleansing (cleaning town centres)	

- A6. Are you a ratepayer in the Fermanagh and Omagh District?

Yes, I or someone in my household pays the rates	1
No, my rates are paid by the state / welfare	2
No	3

- A7. What percentage of the rates you pay do you think goes directly to fund Fermanagh and Omagh District Council?

%	(include 'Don't know' option in script)

- A8. In your opinion, does Fermanagh and Omagh District Council deliver good value for money?

Yes	1
No	2
Don't know	3

## Section B: Contact with the Council

**I now want to ask you about your experience of contacting the Council and general communication with the Council.**

- B1. In the last 12 months have you contacted or made an enquiry to the Council by phone, email, social media or any other way? **(Select all that apply)**

Yes, by phone	1	➔ Go to B2
Yes, by email	2	➔ Go to B2
Yes, by social media	3	➔ Go to B2
Yes, (other – please specify)	4	➔ Go to B2
No	5	➔ Go to B5

**IF MORE THAN ONE FORM OF CONTACT AT B1 ASK B2 ELSE GO TO B3**

- B2. Was your most recent contact by phone, email, social media or some other way? **(Select one only)**

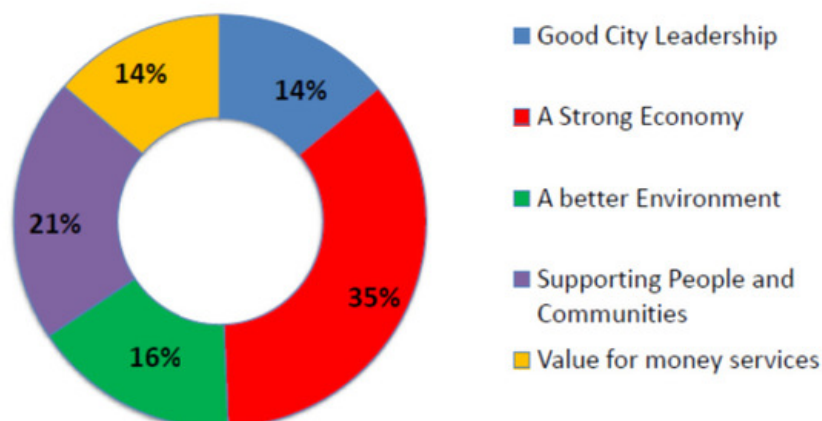
Phone	1
Email	2
Social Media	3
Other	4

- B3. How would you rate your experience of your most recent contact? **(Select one only)**

Excellent	1	➔ Go to B5
Good	2	
Fair	3	
Poor	4	➔ Go to B4
Very poor	5	

## Appendix 3: Results Belfast Residents Survey 2014

### Themes by 1<sup>st</sup> Choice



- ❖ Over a third of respondents (35.5%) chose 'Economy' as the most important priority for Belfast i.e. the % selecting it as their first choice when ranking them all on a scale of 1 to 5.
- ❖ The next closest was 'Supporting People and Communities' at 21% (i.e. just over a fifth of respondents selected this as the no. 1 priority or first choice out of 5)
- ❖ Whilst 16% choose 'Environment' as their first priority, it ranked lowest overall as it received the most fifth place votes (30%)



### Priorities for Economic Wellbeing

Respondents were asked to select, from a list, the top 3 things which they felt would make the most difference to improving the **Economic Wellbeing** of Belfast?

1. Creating jobs
2. Improving skills and employability
3. Attracting investment

#### ❖ Results to Council website survey:

1. Creating a vibrant city centre
2. Creating jobs
3. Attracting investment to Belfast





## Priorities for Social Wellbeing

Respondents were asked to select, from a list, the top 3 things which they felt would make the most difference to improving the **Social Wellbeing** of Belfast?

1. Improving safety, reducing crime and ASB
2. Improving community relations
3. Improving people's health and wellbeing

❖ Results to Council website survey:

1. Reducing poverty and social exclusion
2. Improving community relations
3. Improving safety, reducing crime and ASB



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## Priorities -Environmental Wellbeing

Respondents were asked to select, from a list, the top 3 things which they felt would make the most difference to improving the **Environmental Wellbeing** of Belfast?

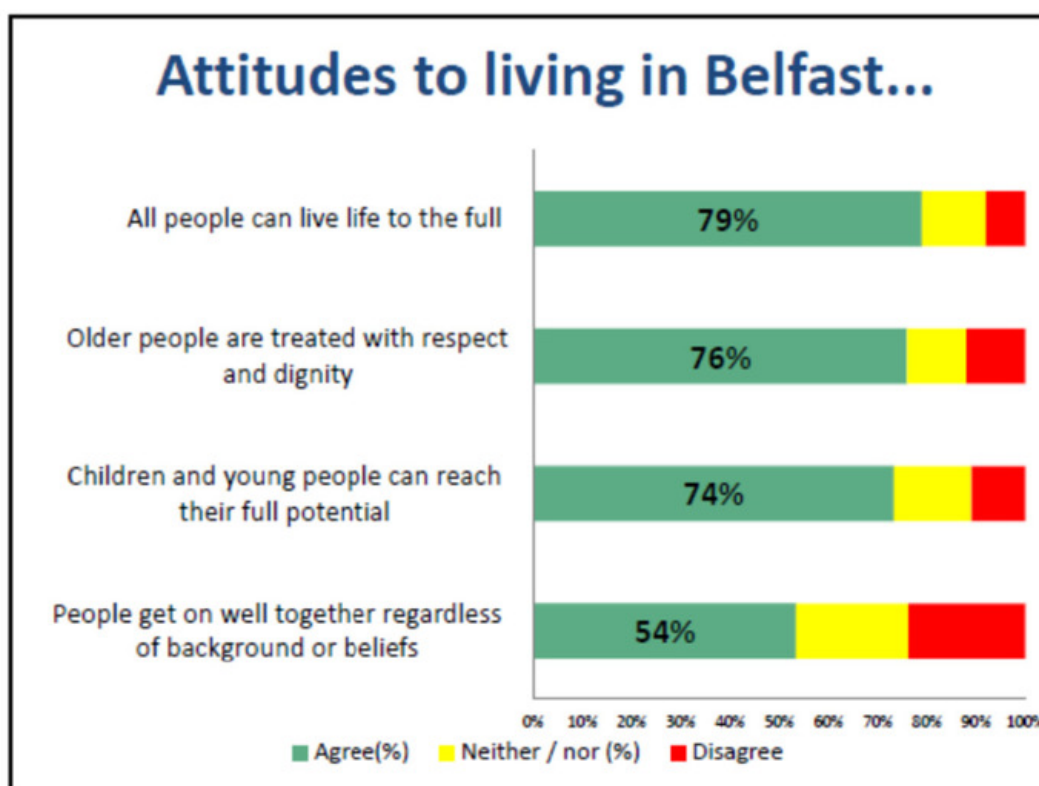
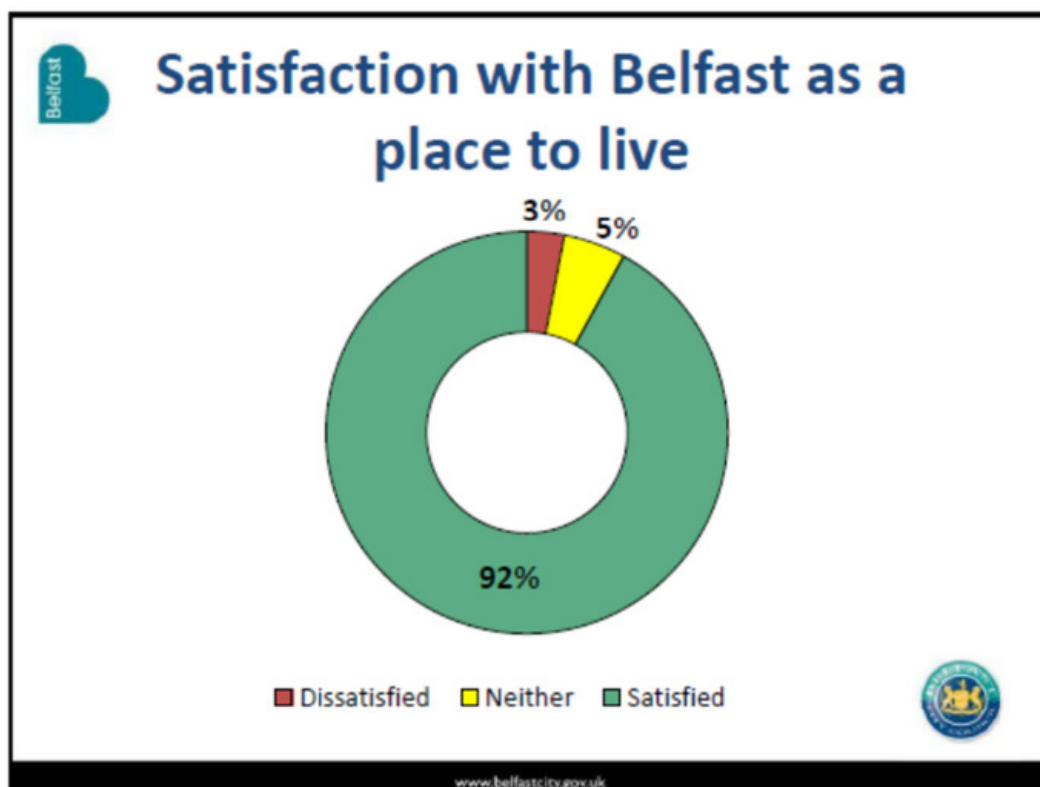
1. Cleaner city and more attractive
2. Managing waste
3. More energy efficient /invest in renewables

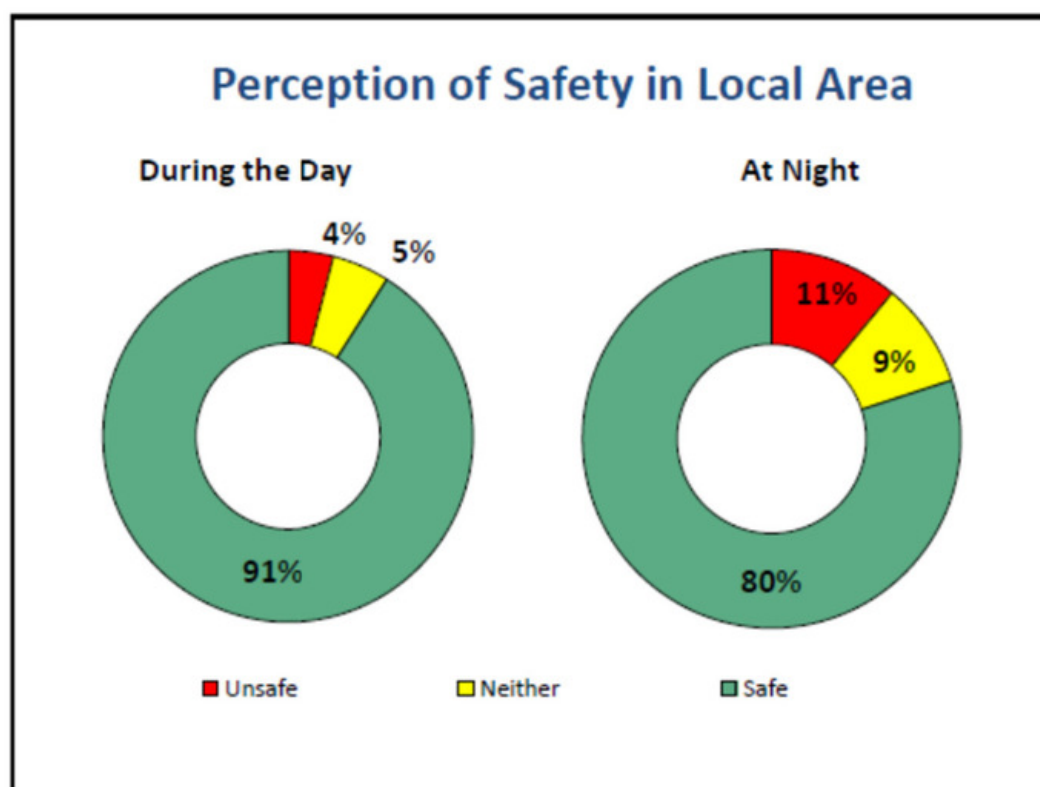
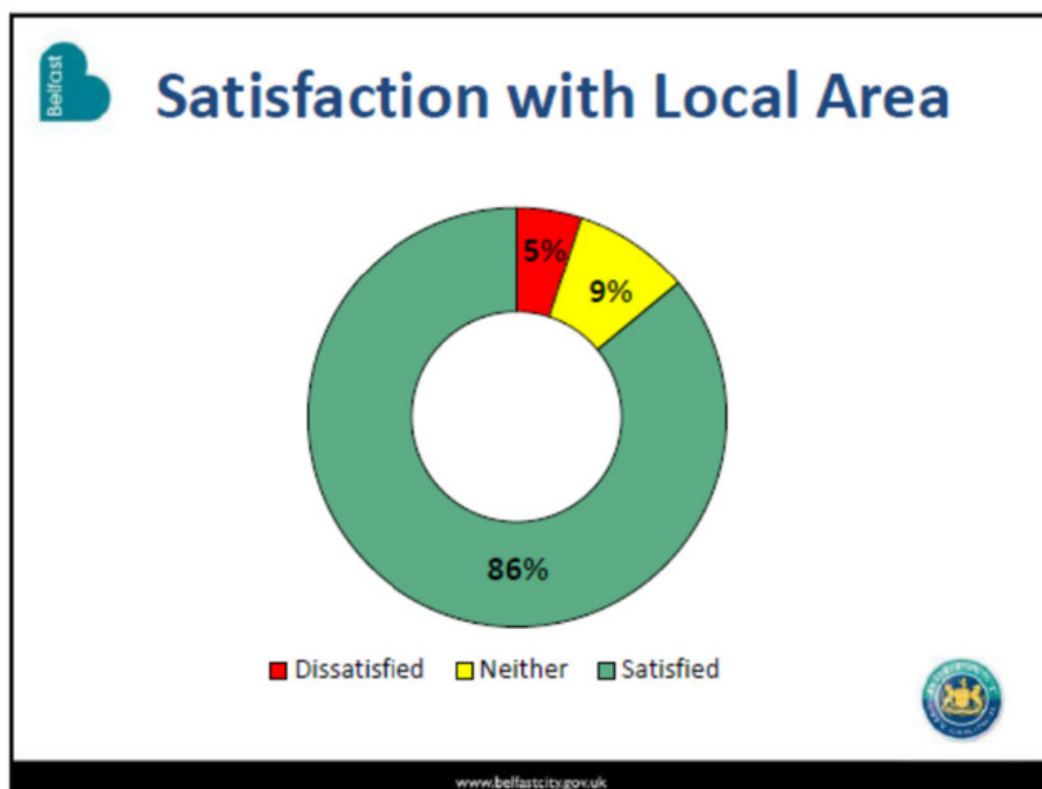
❖ Results to Council website survey

1. Improving public transport within the city
2. Improving walking and cycling routes
3. Making the city cleaner and more attractive

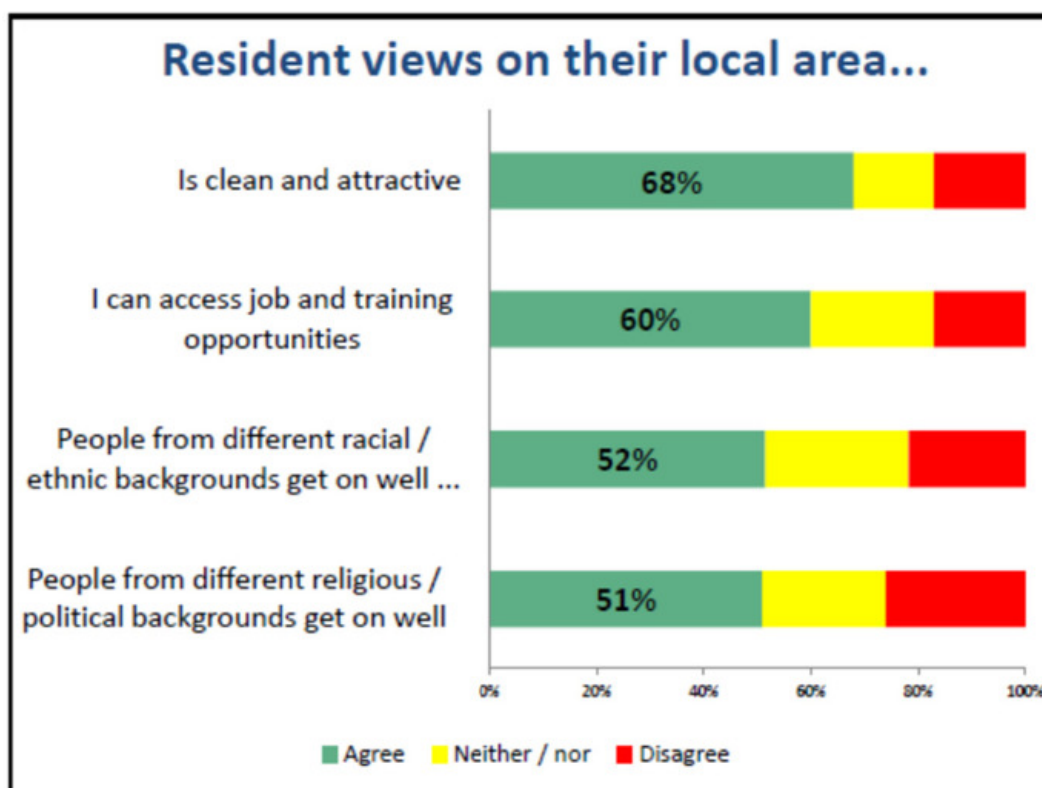
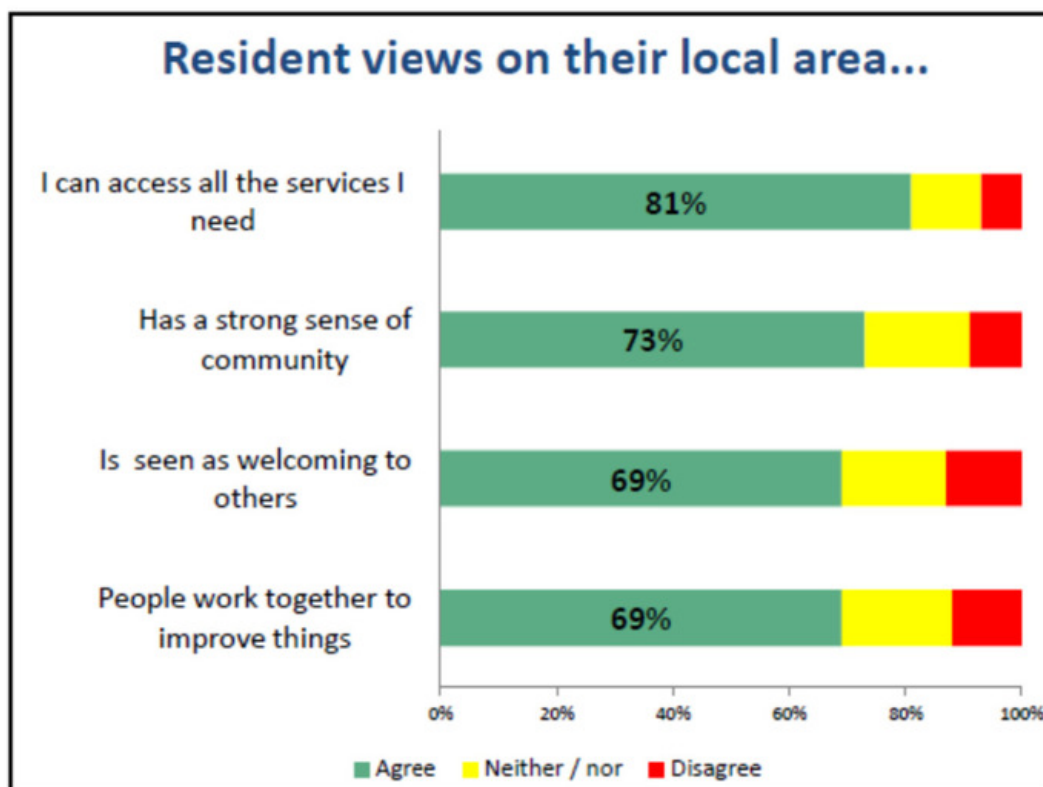


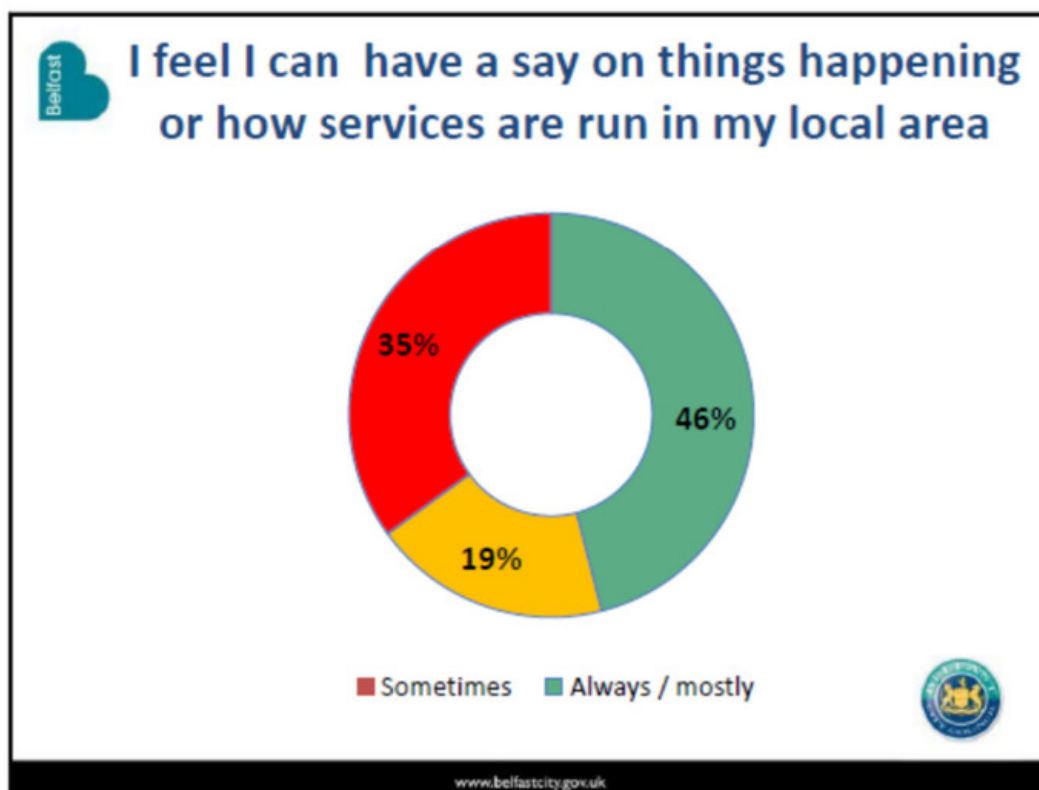
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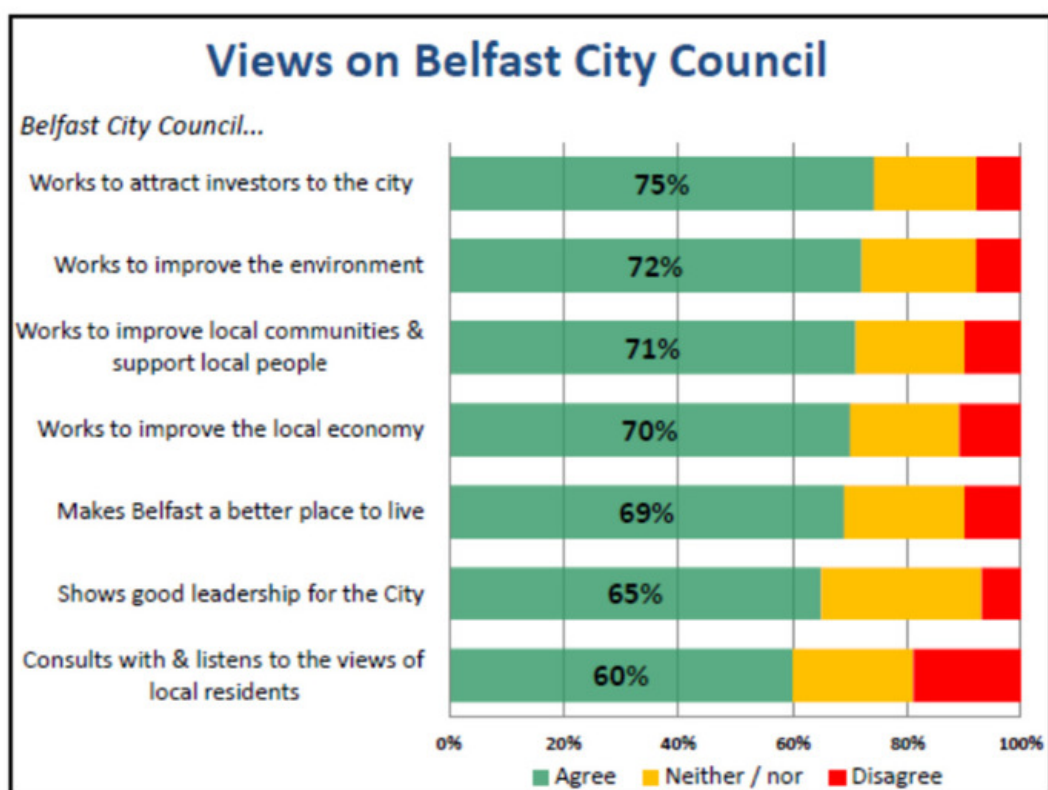
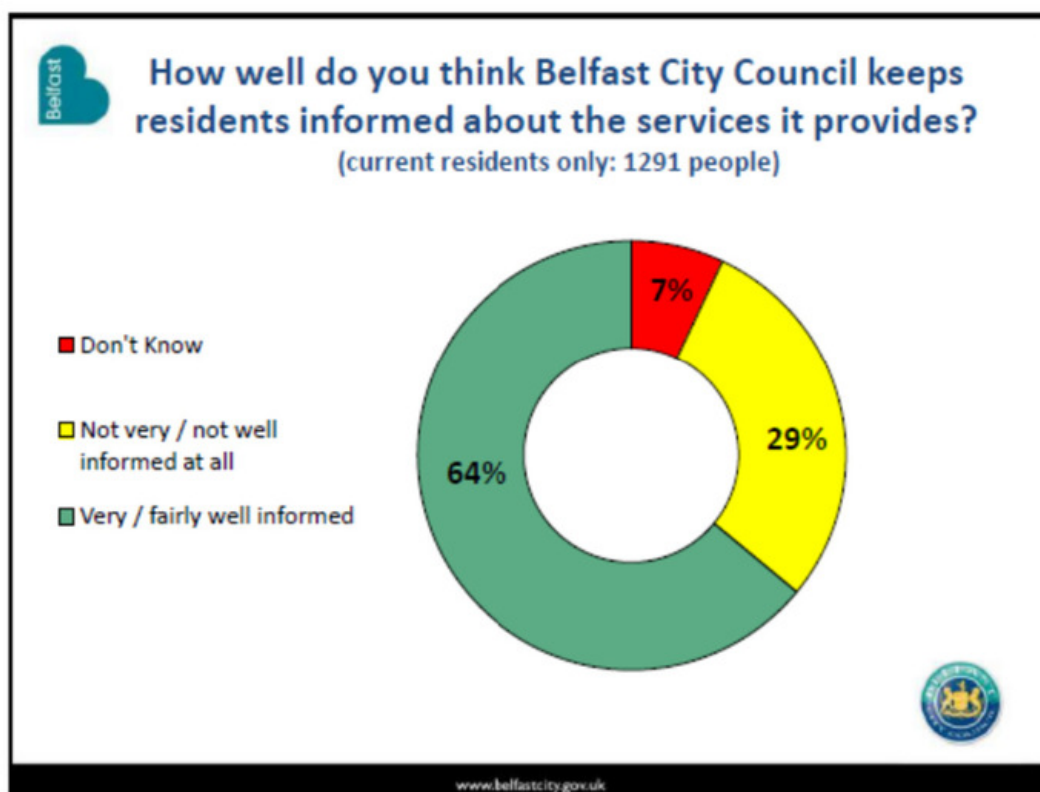






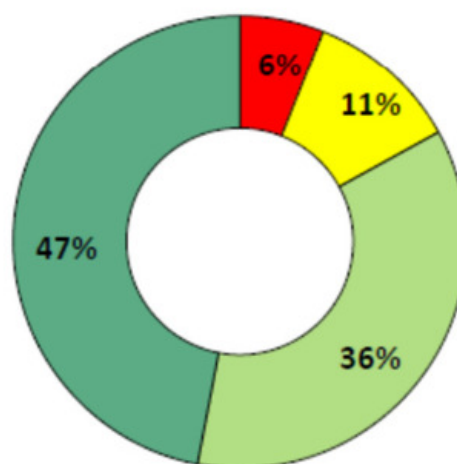




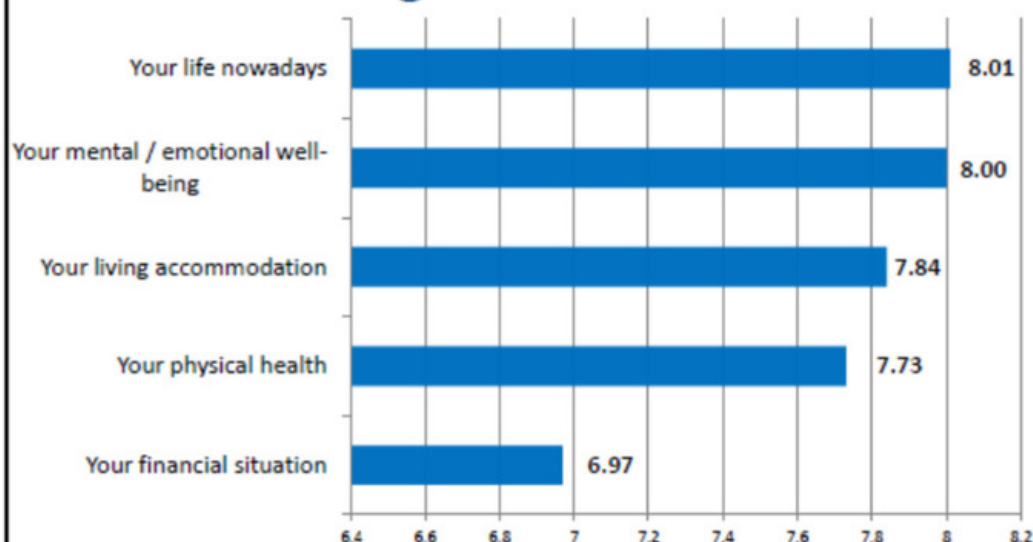


## Attitudes to Recycling

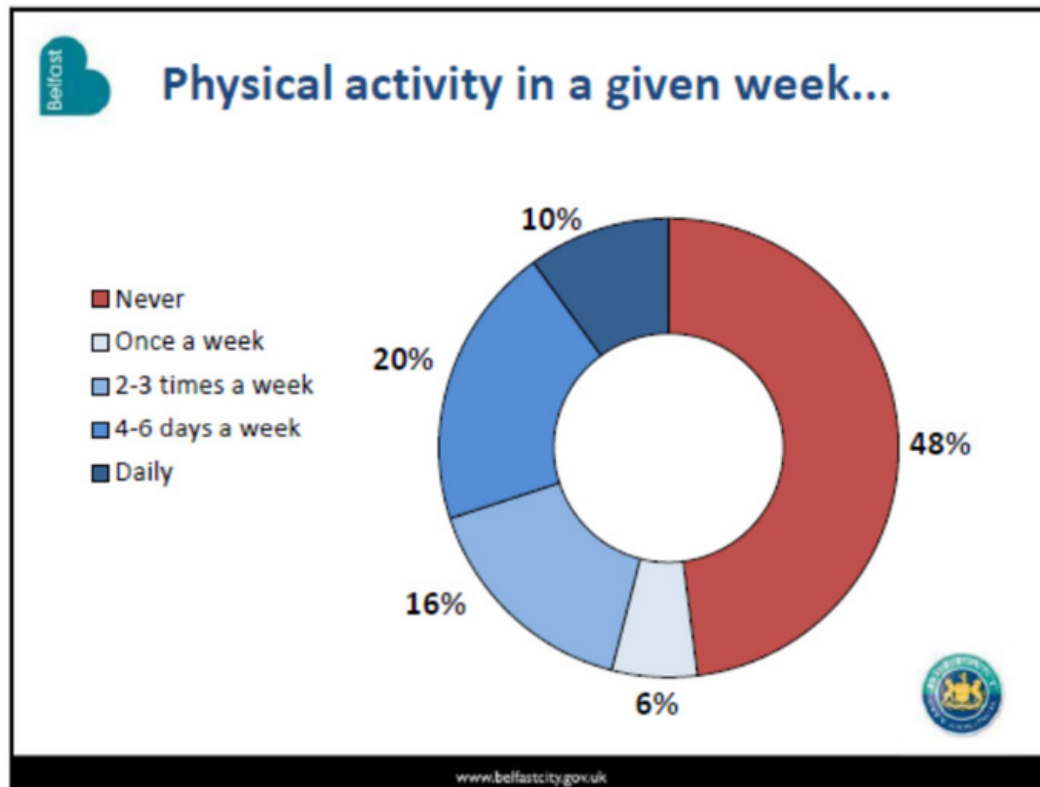
- It's not important to me at all  
– I never recycle
- It's not that important – I  
recycle if I remember or if it's  
easy
- It's fairly important to me – I  
do my best to recycle
- It's very important to me – I  
do all I can to recycle



## Wellbeing – Satisfaction with...



Respondents were asked to rate their satisfaction with these aspects of their life on a scale from nought to 10, where nought is 'not at all satisfied' and 10 is 'completely satisfied'



<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	15 March 2018
<b>Subject:</b>	Draft Performance Improvement Objectives 2018-19
<b>Reporting Officer:</b>	Johnny McBride - Assistant Director: Community Planning and Performance
<b>Contact Officer:</b>	Kate Bingham – Head of Performance and Improvement

**Decisions Required:**

Members are asked to note the contents of the report, and to give consideration and agreement to:

- The draft performance improvement objectives 2018-19, 'supporting actions' and 'measures of success'.
- The proposed approach and timetable for developing and publishing the Performance Improvement Plan 2018-19, by 30 June 2018, including authorisation to proceed with an eight week public consultation on 23 March 2018.

**1.0 Purpose and Background**

1.1 Part 12 of the Local Government (NI) Act 2014 sets out a General Duty of Improvement for local government, whereby all District Councils are required to put in place arrangements to secure continuous improvement in the exercise of their functions. Each financial year, Councils are also required to set performance improvement objectives for the services they provide.

1.2 In 2017-18, the Council set five performance improvement objectives which were directly aligned to community planning outcomes and corporate priorities. The 2017-18 Audit and Assessment, which was carried out by the Northern Ireland Audit Office, concluded that:

- The objectives are closely aligned to the functions the Council has chosen to improve and the Community Plan. They cover a broad range of projects, recognising the need to improve internal arrangements, as well as to ensure positive outcomes for citizens.
- The objectives are supported with high-level underlying information setting out how each one is to be achieved in the form of an overview of the 'supporting actions' and 'measures of success', alongside the intended 'outcomes for local communities and stakeholders'. In some cases, objectives have been set at a strategic level, which will require a number of years to deliver, with interim targets being incorporated within the 'measures of success' to allow for the achievement of any demonstrable improvements arising from supporting projects to be measured in the short-term.

<b>2.0</b>	<b><u>Key Issues</u></b>
<b>2.1</b>	<b>Developing and Publishing the Performance Improvement Objectives 2018-19</b>
<b>2.2</b>	<p>The guidance states that performance improvement is more than just quantifiable gains in service output or efficiency, or in the internal effectiveness of an organisation. Improvement should focus on activity that enhances the sustainable quality of life and environment for communities.</p> <p>Councils should therefore frame improvement objectives so as to bring about improvement in at least one of the specified aspects of improvement:</p> <ul style="list-style-type: none"> <li>• Strategic effectiveness</li> <li>• Service quality</li> <li>• Service availability</li> <li>• Fairness</li> <li>• Sustainability</li> <li>• Efficiency</li> <li>• Innovation</li> </ul> <p>The first aspect of 'strategic effectiveness' seeks to link community planning outcomes with performance improvement objectives. The Council's draft performance improvement objectives 2018-19 are clearly aligned to the Community Plan and Corporate Plan.</p>
<b>2.3</b>	<p>Councils should also determine their objectives for improvement based on critical self analysis, taking account of a wide range of evidence. All improvement objectives should relate to improving the functions and services to citizens, and be:</p> <ul style="list-style-type: none"> <li>• Legitimate</li> <li>• Clear</li> <li>• Robust</li> <li>• Deliverable</li> <li>• Demonstrable</li> </ul> <p>Councils can set objectives which span more than one year, with intermediary milestones, which must be reviewed annually.</p>
<b>2.4</b>	<p>The proposed performance improvement objectives for Newry, Mourne and Down District Council are outlined in <b>Appendix 1</b>. They have been carried forward from 2017-18, and are as follows:</p> <ul style="list-style-type: none"> <li>• Encourage healthy lifestyles through increased participation in leisure, sport and recreational activities</li> <li>• 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</li> <li>• Deliver urban and rural regeneration initiatives that will create a District where people want to live, work and invest in</li> <li>• Create a cleaner, greener, more attractive District</li> <li>• Encourage and empower local communities to participate in Council</li> </ul>

	<p>engagement structures and initiatives</p> <p>The 'supporting actions' and 'measures of success' which underpin each objective have been reviewed and updated, taking into account existing plans and strategies. The Council will consult on the draft performance improvement objectives between March - May 2018.</p>
2.5	<p>Councils are required to consult and engage a range of stakeholders, including citizens, businesses and partner organisations on the development of the performance improvement objectives. The proposed eight week consultation process will run from 23 March to 18 May 2018 and will consist of the following elements:</p> <ul style="list-style-type: none"> <li>• Electronic survey published on the Council's website and social media channels, and circulated to internal and external stakeholders</li> <li>• Hard copies of the survey made available at public receptions across the Council, including Monaghan Row, Greenbank, Downshire Civic Centre and the Ethnic Minority Support Centre</li> <li>• Public Advertisements in local newspapers</li> <li>• Engagement with Section 75 groups, through Youth Councils, Mourne Mountain Adventure, Older People's Forum and Good Relations Fora</li> <li>• Engagement with the DEA Fora, including public engagement events</li> </ul>
2.6	<p>Consultation feedback will inform the final performance improvement objectives which will be included in the Performance Improvement Plan 2018-19. An overview of the overall approach to develop and publish the Performance Improvement Plan by 30 June 2018, in line with statutory requirements, is outlined in <b>Appendix 2</b>.</p>
<b>3.0</b>	<b>Recommendations</b>
	<p>To consider and agree the:</p> <ul style="list-style-type: none"> <li>• The draft performance improvement objectives 2018-19, 'supporting actions' and 'measures of success', as outlined in <b>Appendix 1</b>.</li> <li>• The proposed approach and timetable for publishing the Performance Improvement Plan 2018-19, by 30 June 2018, including authorisation to proceed with an eight week public consultation on 23 March 2018, as outlined in <b>Appendix 2</b>.</li> </ul>
<b>4.0</b>	<b>Resource Implications</b>
4.1	<p>The development and publication of the Performance Improvement Plan 2018-19 will be delivered within existing resources.</p>
<b>5.0</b>	<b>Equality &amp; Good Relations Implications</b>
5.1	<p>The draft performance improvement objectives 2018-19 have been equality screened and it is recommended that they are not subject to an equality impact assessment (with no mitigating measures required).</p> <p>In relation to the proposed eight-week consultation process, whilst the Council's Equality Scheme commits to holding consultation exercises relevant to the statutory duties for a minimum of twelve weeks, it also sets out exceptional circumstances where the twelve weeks may not apply. In this instance, it is proposed that the</p>



	<p>Council implements an eight-week consultation process in order to ensure the deadline for publishing the Performance Improvement Plan 2018-19 by 30 June 2018 is met.</p> <p>It should also be noted that the performance improvement objectives 2018-19 have been developed based the content of existing strategies, including the Community Plan, Corporate Plan, Tourism Strategy and Play Strategy, which have been informed by a robust and reliable quantitative and qualitative evidence base.</p>
<b>6.0</b>	<b><u>Appendices</u></b>
	<ul style="list-style-type: none"> <li>• <b>Appendix 1</b> – Consultation - Draft Performance Improvement Objectives 2018-19</li> <li>• <b>Appendix 2</b> - Overall approach and timetable for developing and publishing the Performance Improvement Plan 2018-19</li> </ul>

# Consultation

## Draft Performance Improvement Objectives

### 2018-19

## Our Duty of Improvement

Part 12 of The Local Government Act (NI) 2014 sets out a General Duty of Improvement for local government, whereby all District Councils are required to put in place arrangements to secure continuous improvement in the exercise of their functions.

The Council is required to set improvement objectives for the services it provides on an annual basis, and to have in place arrangements to achieve these objectives. Each performance improvement objective must bring about improvement in at least one of the following aspects of performance:

- Strategic effectiveness
- Service quality
- Service availability
- Fairness
- Sustainability
- Efficiency
- Innovation

Improvement for Councils should focus on enhancing the sustainable quality of life for ratepayers and local communities, and each objective should be clearly linked to the community planning outcomes for the District.

The draft performance improvement objectives 2018-19 for Newry, Mourne and Down District Council are aligned to the following regional and local plans which influence the overall direction of travel of the organisation, and have been developed based on extensive consultation with key stakeholders:

- Draft Programme for Government Framework
- Newry, Mourne and Down Community Plan
- Newry, Mourne and Down District Council Corporate Plan
- Thematic Plans and Strategies, including the Tourism Strategy, Economic Regeneration and Investment Strategy, Play Strategy, Sports Facility Strategy, PCSP and Good Relations Action Plans

Once agreed, the performance improvement objectives 2018-19 will be published in the annual Performance Improvement Plan. This plan will provide more detail about what we want to improve, how we will deliver improvements, how our performance will be measured and what positive outcomes stakeholders will experience as a result of our improvement activity.

## Our draft Performance Improvement Objectives for 2018-19

Newry, Mourne and Down District Council has identified the following draft performance improvement objectives for 2018-19:

- 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 and initiatives**

In 2017-18, the Council set performance improvement objectives which were medium term and covered a number of years. These objectives have therefore been carried forward to 2018-19 and are underpinned by a range of 'supporting actions' and 'measures of success', with annual milestones, in order to ensure progress can be monitored on a regular basis. These 'supporting actions' and 'measures of success' have been:

- Carried forward from 2017-18, where they cover more than one year or have been subject to delay
- Updated to reflect where progress has been made during 2017-18, and milestones have been achieved
- Developed and agreed based on the key improvement activities planned for the next two years

The draft performance improvement objectives 2018-19 are directly aligned to the Community Plan, Corporate Plan and Directorate Business Plans. Each Directorate Business Plan provides more detailed information regarding the delivery of specific initiatives and programmes of work.



## Community Planning Outcomes

The Newry, Mourne and Down Community Plan has been developed and agreed by the Community Planning Partnership Board. Entitled 'Living Well Together', the Community Plan provides a framework for collaborative working to deliver positive change for our communities, and sets out the following long term overarching vision for the District:

**'Newry, Mourne and Down is a place with strong, safe and vibrant communities where everyone has a good quality of life and access to opportunities, choices and high quality services which are sustainable, accessible and meet people's needs'.**

Through the Community Plan, the following five positive outcomes (illustrated at Figure 1) have been identified:

**Figure 1**

### Our Outcomes

These are the positive outcomes we all wish to see in our community.



## Council Priorities

Through the Corporate Plan, Newry, Mourne and Down District Council has identified a mission and eight priorities (illustrated at Figure 2) which will contribute to achieving the overarching outcomes within the Community Plan.

**'Lead and serve a District that is prosperous, healthy and sustainable'.**

**Figure 2**



## Your voice, your choice!

Newry, Mourne and Down District Council is inviting you to put forward your views on the draft performance improvement objectives 2018-19. We are keen to ensure that our performance improvement objectives have a positive impact on the quality of life of all stakeholders across the District, including citizens, local businesses, partner organisations in the statutory, voluntary and community sectors, employees and Elected Members.

A questionnaire has been included on page 24 of this document for all stakeholders to complete and return to:



Email: [kate.bingham@nmandd.org](mailto:kate.bingham@nmandd.org)

Address: Community Planning and Performance  
Newry, Mourne and Down District Council  
O'Hagan House  
Monaghan Row  
Newry  
Co Down  
N. Ireland  
BT35 8DJ

The questionnaire is also available at the following Newry, Mourne and Down District Council public receptions:

- O'Hagan House, Monaghan Row, Newry
- Downshire Civic Centre, Downpatrick
- Ethnic Minority Support Centre, Town Hall, Newry

Alternatively, if you prefer to provide comments in person, please contact us on: 0300 013 2233.

The closing date for responses is 23 May 2018.

## Performance Improvement Objective 1

### Encourage healthy lifestyles through increased participation in leisure, sport and recreational activities

#### Senior Responsible Officer: Director, Active and Healthy Communities

##### Why does this matter

Good health is one of the most valued aspects of our lives. It influences many dimensions of well-being, such as employment, income, social connections, participation in community life and educational attainment. Newry, Mourne and Down District Council plays a key role in helping local communities to live long and healthy lives, as we collaborate with community planning partners to promote physical, mental and emotional well-being and encourage residents to make healthy and informed lifestyle choices.

The demographic profile of our community not only has an impact on the services the Council provides, but on the way these services will be delivered in the future. With the population of the District projected to grow by 5% by 2022, including an 18% increase in residents aged 65 years and above, the overall health and wellbeing needs of local communities are set to change and evolve. Whilst the majority of residents are currently in good health, with no long term health problems, over a third of those aged 65 years and above have a long term health problem or disability which limits their day to day activities.

As life expectancy continues to rise, deprivation remains a growing issue across the District. Newry, Mourne and Down currently has the third highest number of neighbourhoods within the top 100 most deprived across Northern Ireland. These neighbourhoods are more likely to experience health inequalities in terms of life expectancy, cancer rates, adult and childhood obesity rates, mental health and drug and alcohol related conditions.

##### Your views

Our performance improvement objectives are based on the issues that matter most to you. Almost all respondents to the 2017-18 consultation on the performance improvement objectives agreed with the inclusion of this objective and many identified 'parks and open spaces' and 'leisure and recreation' as priority areas for improvement. The consultation also reinforced the public appetite for a park in Newry City, and the Council has made a commitment to explore potential options further.

##### Our performance during 2017-18

Significant progress has been made in achieving this objective, as the Council proactively encouraged residents to lead full, active

and healthy lifestyles through sport and active recreation.

- New premier Newry Leisure Centre opened in November 2017
- Increased attendances at indoor leisure facilities
- Online booking and joining facility for leisure centres launched in January 2018
- New brand 'Be Active-Your Way, Every Day' launched in November 2017
- Customer satisfaction surveys carried out at all leisure centres
- Over 764 children participated in Community Play initiatives between April-September 2017
- Targeted physical activity programmes delivered through Everybody Active 2020

However, we know we can do more. This performance improvement objective has therefore been carried forward to 2018-19 and the 'supporting actions' and 'measures of success' have been reviewed and updated to reflect where actions have been achieved, where progress has been made, where projects have been subject to delay and the key improvement activities planned for the coming year.

### Supporting actions

- Provide and operate high quality indoor leisure facilities through the implementation of the Indoor Leisure Business Plan:
  - Complete Downpatrick Leisure Centre by Q3 2018-19
  - Improve the customer experience by rolling out the marketing brand, mobile technology solutions and targeted physical activity programmes
- Undertake a review of outdoor leisure facilities to determine the condition, current usage type and number of users at each location
- Upgrade and improve existing sports facilities through the implementation of year one of the Sports Facility Strategy
- Provide and improve fixed and non-fixed play opportunities for children and young people through the implementation of years one and two of the Play Strategy
- Engage children and young people in community play initiatives across the District
- Provide opportunities for women, girls, people with a disability and people from areas of high social need to participate in physical activity programmes, through Everybody Active 2020
- Through the Physical Activity Forum, produce a multi-stakeholder Activity, Promotion and Development Plan, which maps out the provision of physical activity across the District, suitable for all ages and abilities



<ul style="list-style-type: none"> <li>Consider options to progress the development of a City Park in Newry</li> </ul>	
<b>Measures of Success</b>	
<ul style="list-style-type: none"> <li>Number of attendances at indoor leisure facilities</li> <li>Number of attendances at Downpatrick Leisure Centre</li> <li>Levels of customer satisfaction with indoor leisure facilities</li> <li>Number of children and young people engaged in Community Play initiatives</li> <li>Number of participants from targeted groups involved in physical activity programmes</li> </ul>	
<b>Outcomes for local communities and stakeholders</b>	
<ul style="list-style-type: none"> <li>Improved and accessible provision of indoor and outdoor sport, leisure and recreational facilities and activities</li> <li>More residents making healthy lifestyle choices by using sport, leisure and recreational facilities</li> <li>Improved customer satisfaction with indoor leisure facilities</li> <li>Improved levels of health and wellbeing for local communities</li> </ul>	
<b>Corporate Plan Priority</b>	Support improved health and wellbeing outcomes
<b>Community Plan Outcome</b>	All people in Newry, Mourne and Down enjoy good health and wellbeing
<b>Programme for Government Outcome</b>	We enjoy long, healthy, active lives
<b>Alignment with the 7 aspects of improvement</b>	Strategic effectiveness / Service quality / Service availability / Fairness / Innovation / Efficiency / Sustainability

## Performance Improvement Objective 2

<b>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</b>
<b>Senior Responsible Officer: Director, Enterprise, Regeneration and Tourism</b>
<b>Why does this matter</b>

A thriving economy is central to the quality of life in Newry, Mourne and Down. Jobs, earnings and wealth provide people with an opportunity to fulfil their ambitions, develop new skills and enjoy better levels of health and wellbeing. Located on the economic corridor between Belfast and Dublin, and within the Belfast Metropolitan Catchment Area, our District has a real opportunity to compete, by driving growth in the existing business base, increasing productivity and attracting new businesses.

The challenges and opportunities presented through Brexit will have an impact on the communities we serve. As a border Council, we have taken a proactive role in lobbying and advocating for the needs of the region and the future nature of the Irish border. Deprivation is also a growing issue across the District. Three neighbourhoods are ranked as the most deprived in terms of income across Northern Ireland and a further 34 fall within the 25% most deprived in terms of employment, education, skills and training. Whilst the median gross annual salary is £19,928 and falls below the regional average of £21,245, 76% of residents are economically active, which is above the regional average of 74%. The District is also home to 8,110 registered small and medium sized enterprises, including some top performing businesses in Northern Ireland.

The Council recognises that continued investment in the local economy will have a positive impact on the wellbeing of local communities. Through the Skills Forum and Economic Development Forum, we will work with our partners to capitalise on the economic strengths of our District and create a climate for innovation, competitiveness and investment. We will also continue to accelerate local economic development and provide residents with skills for the future through the NI 'Go for It' and Social Economy Programmes. As one of six Councils involved in the Belfast Region City Deal, our District is set to benefit from improved economic performance, better jobs and increased domestic and international investment.

Worth £47.7m to the local economy, tourism is also a critical driver for economic growth in Newry, Mourne and Down, diversifying the local economy, ensuring the viability of small businesses and supporting almost 5,000 jobs. As a popular destination for domestic tourists, the District is rich with tourism assets, scenic beauty and cultural heritage, all of which contributed to a 26% increase in the number of visitors and a 24% increase in visitor spend since 2013. The designation of the Mourne and Ring of Gullion as a UNESCO Global Geopark, alongside the continued implementation of the Tourism Strategy, will be instrumental in promoting Newry, Mourne and Down as a premier, year-round mountain and maritime destination, recognised for its EPIC experiences in outdoor adventure, its rich tapestry of cultural heritage, myths and stories, as well as its authentic local life.

### **Your views**

Our performance improvement objectives are based on those things that residents tell us are most important. Almost all

respondents to the 2017-18 consultation on the performance improvement objectives agreed with the inclusion of this objective and many identified 'economic development and tourism' as a priority area for improvement. The consultation also highlighted the importance of investing in traditional 'fishing' towns, bridging the skills gap between education and employment and recognising the positive contribution a thriving arts scene can have on community life.

### **Our performance during 2017-18**

Significant progress has been made in achieving this objective through continued investment in economic growth and tourism opportunities, which will have a positive impact on local communities and the local area.

- 84 new business starts supported and 93 new jobs promoted between April-August 2017
- Business support provided to 32 community groups and organisations and 5 new social enterprise jobs created, between April-August 2017
- The Mourne, Gullion and Lecale Partnership awarded £600k to 19 projects through the Business Investment Scheme
- Completion of the Carlingford Lough Greenway between the Weir and Victoria Lough
- Destination Experience Development Plan for the Mournes and Ring of Gullion and the Mourne Coast launched
- The Giant Adventure Festivals attracted over 139,000 visitors and generated an estimated direct spend of £5.15m

However, we know we can do more. This performance improvement objective has therefore been carried forward to 2018-19 and the 'supporting actions' and 'measures of success' have been reviewed and updated to reflect where actions have been achieved, where progress has been made and the key improvement activities planned for the coming year.

### **Supporting actions**

- Through the NI 'Go For It' programme, promote new business starts and new jobs across the District
- Support the growth of the existing business and social enterprise base by delivering a programme of activity to increase turnover, secure new contracts and create new employment opportunities
- Through the Rural Business Investment Scheme, support the establishment and growth of small and micro businesses, and the creation new jobs in rural areas
- Through the European Maritime and Fisheries Fund (SEAFLAG 2), support and invest in the fishing dependent communities in Kilkeel, Annalong and Ardglass
- Through the Skills Forum, address the skills gap between educational pathways and employability in traditional and



emerging sectors

- In partnership with the Belfast Region City Deal Councils, HM Treasury and the Northern Ireland Office, develop an investment proposal for submission to the Department for Communities and Local Government in Q3 2018-19
- Implement the following key projects within the Tourism Strategy:
  - 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 November 2019
  - Complete the Carlingford Lough Greenway by June 2020, including the appointment of consultants to design phase 2 from Victoria Lock to Omeath and Carlingford Marina to Carlingford
- Develop an Arts, Culture and Heritage Strategy by March 2019 to increase participation in cultural activities
- Identify and launch three pilot destination experiences across the Mourne and Ring of Gullion to create 'epic' moments
- Organise and promote five Giant Adventure festivals across the District:
  - Footsteps in the Forest (Slieve Gullion)
  - Skiffie Festival (Strangford Lough)
  - Wake the Giant Festival (Warrenpoint)
  - Festival of Flight (Newcastle)
  - City of Merchants Festival (Newry)

### Measures of Success

- Number of business plan applications approved, new business starts and new jobs promoted
- Number of new social enterprise start-ups, new jobs created and new volunteers recruited
- Number of community groups and organisations provided with business planning, start-up and business development support
- Number of new micro and small rural businesses created by March 2020
- Number of micro and small businesses in rural areas supported by March 2020
- Number of new jobs created in rural areas by March 2020
- Number of new jobs created in fishing dependent communities by 2020
- Number of new businesses created in fishing dependent communities by 2020
- Number of new qualifications and skills provided through SEAFLAG 2 by 2020
- Overall growth rate of 6% per annum in overnight expenditure in Newry, Mourne and Down
- Number of visitors to Giant Adventure festivals in 2018

- % of international visitors at Giant Adventure festivals in 2018
- Estimated direct spend at Giant Adventure festivals in 2018
- Level of visitor satisfaction with Giant Adventure festivals in 2018

### Outcomes for local communities and stakeholders

- The local economy benefits from an increase in business start-ups, the growth of local businesses and support for social enterprises
- The rural economy benefits from significant inward investment and the creation and growth of new businesses and jobs
- Traditional 'fishing' areas benefit from sustainable development, as well as increased investment and support to address social and economic issues
- Local communities, businesses and social enterprises benefit from improved access to job, investment, training and mentoring opportunities
- Newry, Mourne and Down becomes a more economically active and prosperous District
- There is an improved level of tourism and an increase in the number of tourists to the District
- The Carlingford Lough Greenway creates a world class, cross border green travel route which improves the local living environment and provides communities and visitors with increased opportunities for leisure and recreational activities
- The Mourne and Ring of Gullion UNSECO Global Geopark promotes sustainable tourism and encourages local economic development
- Newry, Mourne and Down is recognised as a premier domestic and international tourist destination

<b>Corporate Plan Priorities</b>	Attract investment and support the creation of new jobs Become one of the premier tourist destinations on the island of Ireland
<b>Community Plan Outcome</b>	All people in Newry, Mourne and Down benefit from prosperous communities
<b>Programme for Government Outcomes</b>	We prosper through a strong, competitive, regionally balanced economy We are an innovative and creative society, where people can fulfil their potential We have more people working in better jobs We are a confident, welcoming, outward looking society We have created a place where people want to live and work, to visit and invest
<b>Alignment with the 7 aspects of improvement</b>	Strategic effectiveness / Service quality / Service availability / Innovation



## Performance Improvement Objective 3

### Deliver urban and rural regeneration initiatives that will create a District where people want to live, work and invest in

**Senior Responsible Officer: Director, Enterprise, Regeneration and Tourism**

#### Why this matters

Newry, Mourne and Down is a predominantly rural District with a number of urban settlements around Newry, Downpatrick, Ballynahinch, Kilkeel, Warrenpoint, Crossmaglen and Newcastle. The heritage and landscape of our District is unique and diverse, and protecting the natural and built environment is a key priority for the Council and its citizens, as it creates a sense of place and plays an important role in improving the health and wellbeing of all.

The Council's ambition is for Newry, Mourne and Down to be a vibrant, attractive and better place to live. We are working closely with our partners in government, the EU and across the island of Ireland to renew our city, towns and villages, transforming them into places where people want to live, work and invest in. As a 'place shaper', the Council has ambitious plans for Ballynahinch, Downpatrick, Newry, Warrenpoint and Kilkeel, which are set benefit from improved transport links, street lighting, pavements, signage and shop fronts. We are also supporting a number of major developments across the District, including Killeavy Castle, Southern Relief Road in Newry, Ballynahinch Bypass and the Downpatrick hotel, all of which will help fulfil our potential as a premier District for businesses, residents and visitors.

Road, transport and digital connectivity are instrumental in supporting access to services, tackling social isolation and ensuring the District can compete locally, nationally and internationally. Whilst the Council has identified a number of projects to improve road and transport connections, access to broadband remains a key issue for many rural businesses and communities. The Council will continue to address the challenge of improving digital connectivity, so that rural communities can participate fully in all aspects of civic, community and business life.

Providing an efficient and effective Planning Service and advancing the Local Development Plan is instrumental in supporting the delivery of our long term outcomes around regeneration and economic development, whilst protecting the assets which are unique to our District. The Council has made significant progress in tackling the backlog of planning applications from central government and reducing the processing times for local planning applications, and we remain committed to delivering further improvements to the service.

**Your views**

Our performance improvement objectives are based on those things that matter most to you. All respondents to the 2017-18 consultation on the performance improvement objectives agreed with the inclusion of this objective and many identified 'planning' and 'urban and rural regeneration' as key priority areas for improvement. The consultation also reinforced the need to improve accessibility to Council facilities by offering better public transport options from rural areas, and the Council is working in partnership with Translink and Newry BID to progress potential solutions.

**Our performance during 2017-18**

Significant progress has been made in achieving this objective, as the Council continues to identify and invest in urban and rural regeneration initiatives across the District.

- Physical re-development of Warrenpoint Municipal Park commenced in Q4 2017-18
- Completion of the Forkhill Greenspace Pathway Project
- Purple Flag accreditation achieved for Newry City centre for excellence in the evening and night-time economy
- 24 Village Plans updated and 18 new Village Plans created
- Continued implementation of the AONB Action Plans, including the successful Youth Rangers summer programme in the Ring of Gullion and the removal of huge quantities of rubbish along the Lecale Coast
- Multiple initiatives launched to improve digital connectivity in rural areas
- Improved processing time for local planning applications

However, we know we can do more. This performance improvement objective has therefore been carried forward to 2018-19 and the 'supporting actions' and 'measures of success' have been reviewed and updated to reflect where actions and milestones have been achieved, where progress has been made, where projects have been subject to delay and the key improvement activities planned for the coming year.

**Supporting actions**

- Restore the physical and cultural heritage of Warrenpoint Municipal Park by:
- Completing the physical re-development of the park by Q2 2018-19
- Obtaining the Green Flag award for environmental sustainability by Q3 2018-19



- Implement the Areas of Outstanding Natural Beauty (AONB) Action Plans for the Ring of Gullion and Strangford and Lecale
- Invest in high quality infrastructure and public realm schemes in the following areas:
- Commence the delivery of the Irish Street, Downpatrick environmental improvement scheme, including the provision of increased parking, upgraded street lighting, widened footways and improved landscape
- Commence the delivery of the Newry revitalisation scheme, including the Cathedral Corridor shop front scheme, shop local campaign, Newry BID and the purple flag award
- Commence the delivery Warrenpoint Revitalisation Scheme, including the provision of new footways, upgraded street lighting, improved landscape, shop front scheme and shop local campaign
- Work with partners to progress the final phase of the Forkhill Masterplan, including an on-site mixed use development
- Develop a programme of future regeneration initiatives, incorporating Warrenpoint Baths, Lisburn Street car parks in Ballynahinch, Newry Civic Centre and the former police station and adjacent lands in Downpatrick
- Develop 3-5 applications to secure £3.1m Rural Development Village Renewal funding towards the delivery of physical and environmental improvement projects identified through the Village Plans
- Secure funding to progress the regeneration of the Derrymore domain through play interpretation and infrastructure development
- Work in partnership with the relevant Departments to enhance broadband provision across the District
- Improve accessibility to Council facilities by working in partnership with Translink and Newry BID to pilot a night time bus service from Newry City to Crossmaglen and Kilkeel
- Advance the Local Development Plan to promote economic development, regeneration and tourism across the District
- Improve the processing times of major and local planning applications and planning enforcement cases

#### Measures of success

- Number of visitors to Warrenpoint Municipal Park
- Visitor satisfaction with Warrenpoint Municipal park
- Number of people who believe Warrenpoint Municipal park enhances their quality of life
- Level of footfall, improved business/visitor perception and reduced/sustained vacant properties by 2019-20, following the completion of the Newry, Warrenpoint and Downpatrick environmental improvement and revitalisation schemes
- Percentage of planning enforcement cases that are processed within 39 weeks
- Average processing time of major planning applications
- Average processing time of local planning applications

Outcomes for local communities and stakeholders	
<ul style="list-style-type: none"> <li>Warrenpoint Municipal Park and the Areas of Outstanding Natural Beauty enhance the quality of life in the local and surrounding areas</li> <li>Enhanced built and natural environment in urban and rural areas, with improved appearance, public realm and sense of place</li> <li>Urban and rural regeneration projects improve local areas and the quality of life for local communities</li> <li>The Rural Development Programme has a positive impact on rural communities and the rural economy</li> <li>Regeneration and renewal of selected villages across the District</li> <li>Improved rural digital connectivity across the District</li> <li>The Local Development Plan promotes economic development, tourism and regeneration initiatives</li> <li>The Council provides a more efficient and effective Planning Service</li> </ul>	
<b>Corporate Plan Priorities</b>	<p>Lead the regeneration of our urban and rural areas</p> <p>Become one of the premier tourist destinations on the island of Ireland</p> <p>Attract investment and support the creation of new jobs</p> <p>Protect our natural and built environment</p> <p>Advocate on your behalf specifically in relation to those issues which really matter to you</p> <p>Transform and modernise the Council, providing accessible as well as value for money services</p>
<b>Community Plan Outcomes</b>	<p>All people in Newry, Mourne and Down benefit from prosperous communities</p> <p>All people in Newry, Mourne and Down get a good start in life and fulfil their lifelong potential</p>
<b>Programme for Government Outcomes</b>	<p>We are an innovative and creative society, where people can fulfil their potential</p> <p>We are a confident, welcoming, outward looking society</p> <p>We connect people and opportunities through our infrastructure</p> <p>We live and work sustainably – protecting the environment</p> <p>We have created a place where people want to live and work, to visit and invest</p> <p>We have high quality public services</p>
<b>Alignment with the 7 aspects of improvement</b>	<p>Strategic effectiveness / Service quality / Service availability / Fairness / Sustainability / Innovation</p>



## Performance Improvement Objective 4

### Create a cleaner, greener, more attractive District

#### Senior Responsible Officer: Director, Neighbourhood Services

##### Why does this matter

The environment is one of the three strategic pillars which underpin the process of community planning. Living in a clean, green, quality environment has a direct impact on the general wellbeing of those who live, work and visit an area. The Council has a key role to play in working with local communities to protect the environment and ensure that streets, parks and open spaces are kept clean and tidy, so that Newry, Mourne and Down is a District we can all be proud of. Through the 'Neighbourhood Services' Strategy and Brand, the Council is committed to making it easier for customers to report environmental issues around refuse collection, street cleansing, grass cutting, graffiti and fly posting.

Managing municipal waste is also a key responsibility of local government and Newry, Mourne and Down District Council is committed to reducing the amount of waste going to landfill and increasing the rate of recycling. Significant progress has been made in reducing the amount of waste which is landfilled, largely due to the closure of the Aughnagunn and Drumnakelly Landfill Sites. In order to meet the 2020 recycling target of 50%, the Council has also introduced a range of schemes which have been instrumental in reducing the amount of black bin waste whilst increasing the amount of blue and brown bin waste.

##### Your views

Our performance improvement objectives are also based on those things that matter most to you. Ongoing engagement consistently highlights littering, dog fouling, fly tipping and pollution as key issues for local communities. All respondents to the 2017-18 consultation on the performance improvement objectives agreed with the inclusion of this objective and many identified 'street cleansing' as a priority area for improvement. The consultation also reinforced the need to continue to provide educational outreach work around recycling, and this remains a key priority for the coming year.

##### Our performance during 2017-18

Progress has been made in achieving this objective, as the Council continues to prioritise and invest in street cleanliness, waste management and recycling.

- Reduction in black bin waste and an increase in blue and brown bin waste
- Decrease in the amount of biodegradable municipal waste sent to landfill
- Increase in the amount of household waste that is recycled
- Blue bin collections available to all commercial properties across the District
- Over £39k was awarded to 18 environmental improvement projects through 'Down Your Street – Live Here, Love Here'
- 60 schools participated in the annual schools calendar competition which promotes the benefits of recycling

However, we know we can do more. This performance improvement objective has therefore been carried forward to 2018-19 and the 'supporting actions' and 'measures of success' have been reviewed and updated to reflect where actions have been achieved, where progress has been made, where projects have been subject to delay and the key improvement activities planned for the coming year.

### Supporting actions

- Develop the 'Neighbourhood Services' Strategy and Brand, including the launch of a dedicated telephone number, web page and social media page to report issues around street cleanliness, refuse collection and environmental crime
- Support public participation in Clean Up Campaigns and initiatives such as 'Down Your Street - Live Here Love Here'
- Agree and roll out the in-house street cleanliness monitoring system for Council owned land
- Undertake targeted awareness raising to communicate the detrimental impact of environmental crime and the importance of recycling
- Increase the recycling rate and standardise how glass is collected across the District
- Open the Downpatrick Household Waste Recycling Centre in Q3 2018
- Review Household Recycling Centres across the District, in relation to opening hours, entrance and usage, receipt of waste and license conditions

### Measures of Success

- Amount of household waste collected by the Council that is sent for recycling (including waste prepared for reuse)
- Amount of biodegradable municipal waste that is landfilled
- Amount of Local Authority Collected Municipal Waste arisings
- Amount of black, blue and brown bin waste
- Amount of general waste arisings at Household Recycling Centres



<ul style="list-style-type: none"> <li>Percentage of bins collected on their scheduled day</li> <li>Level of street cleanliness across the District</li> </ul>	
<b>Outcomes for local communities and stakeholders</b>	
<ul style="list-style-type: none"> <li>The Council meets landfill and recycling targets</li> <li>Efficient and effective recycling, composting, bin collection and cleansing services</li> <li>Local communities benefit from living in a cleaner, greener environment</li> <li>Improved civic and community pride in the District</li> </ul>	
<b>Corporate Plan Priority</b>	Protect our natural and built environment Transform and modernise the Council, providing accessible as well as value for money services
<b>Community Plan Outcome</b>	All people in Newry, Mourne and Down benefit from a clean, quality and sustainable environment
<b>Programme for Government Outcomes</b>	We live and work sustainably – protecting the environment We have high quality public services
<b>Alignment with the 7 aspects of improvement</b>	Strategic effectiveness / Service quality / Service availability / Sustainability / Efficiency / Innovation

## Performance Improvement Objective 5

<b>Encourage and empower local communities to participate in Council engagement structures and initiatives</b>
<b>Senior Responsible Officer: Director, Active and Healthy Communities</b>
<p><b>Why does this matter</b></p> <p>Social connections and interactions are fundamental drivers for improving the physical, mental and emotional well-being of local people. Newry, Mourne and Down District Council is committed to investing in communities, building their capacity and empowering them to participate in shaping and designing the policies and services which have an impact on their quality of life. Through our Community Engagement Strategy and Consultation and Engagement Framework, we are putting local people at the</p>

heart of everything we do, encouraging meaningful dialogue and enabling key stakeholders to influence the development and delivery of activities around health and wellbeing, economic development, environment and community cohesion.

The Council has put in place a range of 'engagement structures' to empower local people to have a voice in shaping their future and their District. Between April-September 2017, the District Electoral Area Fora, Policing and Community Safety Partnership, Neighbourhood Renewal Partnerships and PEACE IV Partnership organised or supported around 150 meetings, public events and capacity building programmes, strengthening collaboration with key stakeholders and enabling them to make a positive contribution to building a stronger, more inclusive society.

Community safety remains a key issue across the District, as the number of residents taking responsibility for their personal safety by accessing our Neighbourhood Watch Schemes, 'Home Secure' and 'Good Morning Good Neighbour' schemes continues to grow. Our District is also home to many different communities. Through the Ethnic Minority Support Centre, the Council continues to provide advice and support for hundreds of families and individuals, and the PEACE IV Programme will bring a renewed focus on building positive relations, trust and acceptance at a local level.

The Council also recognises the significant role the voluntary and community sector plays in connecting communities, facilitating a sense of belonging to the area and investing in the capacity of local people. 6,849 local volunteers are currently registered with Volunteer Now, 417 of whom were recruited during 2017. The Council remains committed to supporting local voluntary and community groups through its annual financial assistance scheme.

### **Your views**

Our performance improvement objectives are also based on those things that you tell us are most important. All respondents to the 2017-18 consultation on the performance improvement objectives agreed with the inclusion of this objective and many identified 'community services' as a priority area for improvement. The consultation also reinforced the need for effective engagement with young people and targeted support for the most vulnerable groups within society, both of which will be addressed through this objective.

### **Our performance during 2017-18**

Significant progress has been made in achieving this objective, as the Council focuses on strengthening participation in Council engagement structures and developing innovative ways to support minority groups across the District.

- 48% of places currently occupied on the DEA Fora, PCSP, Neighbourhood Renewal Partnerships and PEACE IV Partnership are taken by representatives from the community, voluntary and business sectors.
- Over £1.3m awarded towards a range community based initiatives, including summer schemes, Christmas illuminations and capital projects.
- Increase in the number of Neighbourhood Watch Schemes, from 150 in March 2017 to 180 in June 2017
- 50 groups involved in the Audit of Effectiveness for Community Centres, which is now complete

However, we know we can do more. This performance improvement objective has therefore been carried forward to 2018-19, and the 'supporting actions' and 'measures of success' have been reviewed and updated to reflect where actions and milestones have been achieved, where progress has been made and the key improvement activities planned for the coming year.

### Supporting actions

- Strengthen the level of engagement and participation in the following structures in 2018-19:
  - Policing and Community Safety Partnership
  - Neighbourhood Renewal Partnerships
  - DEA Fora
  - Peace IV Partnership
  - Stakeholder Forum
- Reduce the risk of being burgled and address the fear of crime by encouraging residents to access the following schemes in 2018-19:
  - Neighbourhood Watch Scheme
  - 'Good Morning, Good Neighbour' Scheme
  - 'Home Secure' Scheme
- Through the financial assistance scheme, support local community and voluntary groups to deliver projects across key areas including festivals, sports development, community engagement, good relations, community safety and Irish Language
- Positively engage minority groups in Council initiatives, including young people, older people and black and minority ethnic communities
- Strengthen community engagement in local decision-making through 'participatory budgeting' pilot projects



<b>Measures of success</b>	
<ul style="list-style-type: none"> <li>• Number of meetings, events and capacity building programmes, including attendance levels and participation evaluation</li> <li>• The effectiveness of Council run community engagement structures in facilitating stakeholder participation</li> <li>• Number of Neighbourhood Watch Schemes</li> <li>• Number of beneficiaries of the 'Good Morning, Good Neighbour' and 'Home Secure' schemes</li> <li>• Number and percentage of financial assistance projects funded and successfully delivered</li> <li>• Number of visits to the Ethnic Minority Support Centre</li> </ul>	
<b>Outcomes for local communities and stakeholders</b>	
<ul style="list-style-type: none"> <li>• More informed decision-making, policy development and service provision, based on the input of local communities and stakeholders</li> <li>• All local communities and stakeholders are actively engaged in supporting the work of the Council and its partners</li> <li>• Decrease in the number of people reporting to live in fear and a reduction in the incidents of burglary</li> <li>• Community groups receive financial support towards meeting their objectives and delivering projects across a range of themes, including community safety, good relations, community engagement, sports, events, Christmas illuminations and capital projects</li> <li>• Newry Mourne and Down becomes a more inclusive, cohesive and vibrant District, with confident and empowered communities</li> <li>• Improved community well-being and civic pride</li> </ul>	
<b>Corporate Plan Priority</b>	Empower and improve the capacity of our communities
<b>Community Plan Outcome</b>	All people in Newry, Mourne and Down live in respectful, safe and vibrant communities
<b>Programme for Government Outcomes</b>	<p>We have a more equal society</p> <p>We have a safe community where we respect the law and each other</p> <p>We are a shared society that respects diversity</p>
<b>Alignment with 7 aspects of improvement</b>	Strategic effectiveness / Service quality / Service availability / Fairness / Innovation

## Consultation on the draft Performance Improvement Objectives 2018-19

<b>I am responding:</b>	as an individual	
	on behalf of an organisation	

<b>Name:</b>	
<b>Job title (if applicable):</b>	
<b>Organisation and address:</b>	
<b>Telephone</b>	
<b>Fax</b>	
<b>E-mail</b>	

### Question 1

**Which consultation group do you belong to?** *Please tick all that apply.*

Resident	<input type="checkbox"/>
Elected Member	<input type="checkbox"/>
Local Business	<input type="checkbox"/>
Local Community Organisation	<input type="checkbox"/>
Local Voluntary Organisation	<input type="checkbox"/>
Statutory Organisation	<input type="checkbox"/>
Other	<input type="checkbox"/>

If other, please provide further information below.

--

### Question 2

**Do you agree that the draft performance improvement objectives and supporting project(s) are appropriate for our District?**

Performance Improvement Objective 1	Agree	Disagree
Encourage healthy lifestyles through increased participation in leisure, sport and recreational activities		
<b>Comments:</b>		

<b>Performance Improvement Objective 2</b>	<b>Agree</b>	<b>Disagree</b>
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		
<b>Comments:</b>		
<b>Performance Improvement Objective 3</b>	<b>Agree</b>	<b>Disagree</b>
Deliver urban and rural regeneration initiatives that will create a District where people want to live, work and invest in		
<b>Comments:</b>		
<b>Performance Improvement Objective 4</b>	<b>Agree</b>	<b>Disagree</b>
Create a cleaner, greener, more attractive District		
<b>Comments:</b>		
<b>Performance Improvement Objective 5</b>	<b>Agree</b>	<b>Disagree</b>
Encourage and empower local communities to participate in Council engagement structures and initiatives		
<b>Comments:</b>		

**Question 3**

**What alternative performance improvement objective(s) and 'supporting actions' would you suggest?**

**Question 4**

**Which of the areas outlined below would you like to see Newry, Mourne and Down District Council make improvements to in the future? (please tick 3 areas)**

Area	
Arts, Culture and Events	
Building Control and Licensing	
Community Services	
Economic Development and Tourism	
Environmental Health	
Leisure and Recreation	
Parks and Open Spaces	
Planning	
Registration Services (Births, Deaths, Marriages and Civil Partnerships)	
Street Cleansing	
Urban and Rural Regeneration	
Waste Collection and Recycling	

**Please provide details, in the space provided, concerning the specific areas of the Council that you would wish to see improvements made in.**

Privacy Notice

Newry, Mourne and Down District Council is collecting the information on this form to identify the views of the public and other interested parties in relation to the development of the Council’s Performance Improvement Objectives 2018-19 and future performance activity.

We may wish to contact you to undertake follow-up consultation work by email. If you agree to being contacted in this way, **please tick the relevant box on this form** and complete your contact details.

Your information will be held securely and processed in accordance with the Data Protection Act 1998. Your information will not be disclosed to other organisations except for the purposes outlined above and where it is necessary for us to comply with the law.

Name – Please print	Email	Signature

**Please tick this box if you grant permission to be contacted by Newry, Mourne and Down Council for the purposes of this consultation.**

☐

To support transparent decision-making, an anonymised summary of the responses to this consultation will be made public. We will not publish the names and contact details of respondents.

Thank you for taking the time to respond to this questionnaire.

Completed questionnaires or comments should be sent by **23 May 2018** to:

**Email:** [kate.bingham@nmandd.org](mailto:kate.bingham@nmandd.org)

**In Writing:** Community Planning and Performance  
Newry, Mourne and Down District Council  
O’Hagan House  
Monaghan Row  
Newry  
Co Down  
BT35 8DJ

**Telephone:** 0300 013 2233

**We look forward to hearing from you.**



## Overall approach and timetable to develop and publish the Performance Improvement Plan 2018-19

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1	Development of the Performance Improvement Plan 2018-19	Timetable
1.1	Review baseline evidence to support the development of the Performance Improvement Plan, including a review of existing performance management arrangements across the organisation	Dec 2017-Feb 2018
1.2	Develop and update the performance improvement objectives, supporting actions and measures of success, ensuring alignment to the seven criteria outlined in the legislation, as well as the Community Plan, Corporate Plan and other key strategies. Update and strengthen the Project Development Plans which underpin each objective.	Jan-Feb 2018
1.3	Consider the 2018-19 draft performance improvement objectives, supporting actions, measures of success and emerging Objective Delivery Plans	CMT: 14 Feb 2018
1.4	Consider and agree the: <ul style="list-style-type: none"> <li>Draft performance improvement objectives 2018-19, supporting actions and measures of success</li> <li>Overall approach and timetable for developing and publishing the Performance Improvement Plan 2018-19 and complying with the statutory Duty to Improve</li> </ul>	SMT: 6 Mar 2018 SPR: 15 Mar 2018 Council: 9 Apr 2018 AC: 28 Apr 2018
1.6	Carry out an equality screening and rural needs impact assessment of the draft performance improvement objectives 2018-19	Feb-Mar 2018
2	Consultation on the draft Performance Improvement Objectives 2018-19	Timetable
2.1	The proposed 8 week consultation timetable with key stakeholders will consist of the following elements:	
2.2	Electronic survey published on the Council website and social media channels, and circulated to internal and external stakeholders	23 Mar-18 May 2018
2.3	Hard copies of the survey made available at public receptions across the Council, including Monaghan Row, Greenbank, Downshire Civic Centre, Ethnic Minority Support Centre, Leisure Centres and Museums	23 Mar-18 May 2018
2.4	Public Advertisements in local newspapers	Apr-May 2018
2.5	Consultation and engagement on the draft performance improvement objectives 2017-18 with: <ul style="list-style-type: none"> <li>Section 75 groups, including Youth Councils, Older People's Forum and Good Relations Fora</li> <li>Seven DEA Fora</li> <li>Community Planning Thematic Delivery Groups and Stakeholder Forum</li> </ul>	Apr-May 2018
2.6	Analyse feedback from consultation and engagement activity, and propose amendments to the performance improvement objectives, supporting actions and measures of success where appropriate	May 2018
3	Design, approval and publication of the Performance Improvement Plan 2018-19	Timetable
3.1	Design the draft Performance Improvement Plan 2018-19	May-Jun 2018

## Overall approach and timetable to develop and publish the Performance Improvement Plan 2018-19

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3.2	Carry out an equality screening and rural needs impact assessment of the Performance Improvement Plan 2018-19	May 2018
3.3	Consider the Performance Improvement Plan 2018-19, with proposed amendments following the consultation process	SMT: 5 Jun 2018 SPR: 14 Jun 2018 (including request to publish the Performance Improvement Plan by 30 June 2018) Council: 2 Jul 2018 AC: Jun 2018
3.4	Publish the Performance Improvement Plan on the Council's website and social media channels	30 June 2018
3.5	Develop, translate into Irish (in line with Bilingualism Policy) and publish the summary performance document – 'Our Performance: Looking Back, Looking Forward'	Jun-Jul 2018
3.6	Circulate electronic copies of the Performance Improvement Plan 2018-19 and summary document to consultees and key stakeholders	Jul 2018
<b>4</b>	<b>Implementation of the Performance Improvement Plans (2017-18 / 2018-19)</b>	<b>Timetable</b>
4.1	Report progress in implementing the Performance Improvement Plan 2017-18 through the annual Assessment of Performance, in line with statutory requirements	SMT: Sep 2018 SPR: Sep 2018 Council: Oct 2018 AC: Sep 2018
4.2	Monitor and report progress in implementing the Performance Improvement Plan 2018-19 through the Mid Year Progress Report	SMT: Nov 2018 SPR: Nov 2018 Council: Dec 2018 AC: Jan 2019
<b>5</b>	<b>Improvement Audit and Assessment 2018-19</b>	<b>Timetable</b>
5.1	NI Audit Office carry out the annual Improvement Audit and Assessment to ascertain if the Council has fulfilled its statutory duty of performance improvement. This will include: <ul style="list-style-type: none"> <li>A forward looking assessment of the Councils likelihood to comply with its duty to make arrangements to</li> </ul>	Jul-Oct 2018

## Overall approach and timetable to develop and publish the Performance Improvement Plan 2018-19

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	secure continuous improvement <ul style="list-style-type: none"> <li>• A retrospective assessment of whether the Council has achieved its planned improvements to inform a view regarding the Councils track record of improvement</li> </ul>	
5.2	The NI Audit Office issue the S95 report, outlining the findings from the Improvement Audit and Assessment, which includes proposals for improvement to assist the Council in fulfilling its performance responsibilities in future years	Final report: 30 Nov 2018 Publication of report: Feb 2019
5.3	Consider the s95 Improvement Audit and Assessment Report	SMT: Dec 2018 SPR: Dec 2018 Council: Jan 2019 AC: Jan 2019

<b>Report to:</b>	Strategy, Policy & Resources Committee
<b>Date:</b>	15 March 2018
<b>Subject:</b>	Draft Report – Social Housing Need Symposium, 22 January 2018
<b>Reporting Officer:</b>	Johnny McBride - Assistant Director: Community Planning & Performance
<b>Contact Officers:</b>	Johnny McBride - Assistant Director: Community Planning & Performance

<b><u>Decision(s) Required</u></b>	
Members are asked to note the contents of the report, consider and agree to:	
<ul style="list-style-type: none"> <li>▪ <b>The report of the Social Housing Need Symposium, held on the 22 January 2018</b></li> </ul>	
<b>1.0</b>	<b><u>Purpose &amp; Background</u></b>
1.1	The purpose of this report is to seek the agreement of Members to agree to the report of the Social Housing Need Symposium which was held on the 22 January 2018.
<b>2.0</b>	<b><u>Key Issues</u></b>
	<b><u>Next Steps</u></b>
2.1	Members are asked to note that Council Officials will be meeting with representatives of the Northern Ireland Housing Executive (NIHE) on the 28 March 2018 to consider the agreed actions from the symposium. This will include the development of an action plan to address the issues raised. A copy of the draft report is provided at <b>Appendix I</b> .
2.2	Members will be provided with a further update following this meeting and when a draft of the action plan has been prepared.
<b>3.0</b>	<b><u>Resource Implications</u></b>
3.1	There are no resource implications arising from this report.
<b>4.0</b>	<b><u>Equality &amp; Good Relations Implications</u></b>
4.1	There are no equality or good relations implications arising from this report.
<b>5.0</b>	<b><u>Appendices</u></b>
	<ul style="list-style-type: none"> <li>▪ <b>None</b></li> </ul>

**DRAFT Report of the Newry, Mourne & Down District Council / Northern Ireland Housing Executive**

**Social Housing Need Symposium,**

**Monday, 22 January 2018**

**Downshire Civic Centre, Downpatrick**



### **Purpose:**

The purpose of the symposium was to consider the current and future social housing requirements of the District, as well as the identification of potential actions to improve supply.

### **Symposium Objectives:**

- i) Secure a common understanding of the current situation in respect of social housing need and the strategic issues affecting its supply, both now and in the future;
- ii) Identify and secure Partner consensus on the specific areas of the District where improvement is required;
- iii) Identify potential actions for improving supply and consider the role of various Partners in supporting them; and
- iv) Agree the immediate next steps.

### **Attendance List:**

#### Newry, Mourne & Down District Council (NMDDC)

Councillor Cadogan Enright	Councillor Michael Ruane
Councillor Declan McAteer	Councillor Michael Savage
Councillor Dermot Curran	Councillor Oksana McMahon
Councillor Garth Craig	Councillor Pete Byrne
Councillor Gillian Fitzpatrick	Councillor Robert Burgess
Councillor Harry Harvey	Councillor Roisin Mulgrew
Councillor Jill Macauley	Councillor Terry Andrews
Councillor Jarlath Tinnelly	Councillor Terry Hearty
Councillor Kate Loughran	Councillor William Clarke
Councillor Laura Devlin	Councillor William Walker
Councillor Michael Carr	

Liam Hannaway, Chief Executive

Marie Ward, Director – Enterprise, Regeneration & Tourism

Johnny McBride, Assistant Director – Community Planning & Performance

Eoin Devlin, Assistant Director – Health & Wellbeing

Colum Jackson, Assistant Director – Building Control & Regulation

Anthony McKay, Area Planning Manager

David Patterson, Head of Community Planning

Andrew Hay, Principal Planning Officer

Alan Beggs, Head of Evidence & Research

#### Northern Ireland Housing Executive (NIHE)

Elma Newberry, Assistant Director – Land & Regeneration Services

Ailbhe Hickey, Head of Place Shaping (Southern Area)

Loma Wilson, Area Manager (Newry, Mourne & Down)

#### Housing Association Representatives

Martina Grattan-Hinds, Choice Housing

Carol McTaggart, Clanmil Housing

Bridgeen Boyd, Clanmil Housing

David Erskin, Radius Housing

#### Facilitator

Mr Joe Frey, Ulster University

## 1. WELCOME, INTRODUCTIONS & PURPOSE

The symposium began with a brief welcome from Johnny McBride, Assistant Director - Community Planning & Performance (NMDDC).

## 2. REGIONAL CONTEXT

Mr Joe Frey provided a summary of the work undertaken to-date in relation to housing need in Northern Ireland, in particular an update from a Housing Market Symposium, which had been organised in January 2018 by the Department for Communities (DfC). The following issues were identified and summarised as follows:

- It is important to make a distinction between housing need (which tends to be subjective) and actual housing demand
- In respect of the housing market in Northern Ireland there are a number of key factors which have impacted upon housing supply:
  - A turbulent market context between 2006 and 2016 which resulted in significant changes to the structure of tenureship (i.e. supply issues in social housing created by a reduction in vacant social housing from 5.7% to 3.7%)
  - Key demographic trends such as overall population growth, an ageing population and growth in single living, coupled with significant reduction in the rate of household formation during 2001 – 2011
  - In context of the economic slowdown, increasing employment but decreasing quality and security of jobs, housing need forecasting has become more difficult
- There is need for a measurement framework to estimate future shortfall. The Scottish Housing Need and Demand Assessment (HNDA) seems to offer the optimum approach by combining theoretical rigour, pragmatism, flexibility and transparency

## 3. CURRENT SITUATION IN NEWRY, MOURNE & DOWN

Planning for Housing Need in Newry, Mourne & Down (Ms Elma Newberry, Assistant Director – Land & Regeneration Services NIHE)

Ms Newberry provided a summary of the current situation in the District concerning social housing. The following issues were highlighted:

- High demand for social housing continues to grow and the expected increase in the District's population is likely to compound this problem;
- There is sustained unmet housing need, with single people under greatest housing stress; and
- There is an overall requirement to improve supply.

Ms Newberry then highlighted what the NIHE was currently doing to improve supply, including

- Land / Site identification arising from surplus NIHE lands;
- Land acquisition programme whereby the NIHE was seeking to identify and acquire surplus public sector lands (with the assistance of SIB);

- Site identification studies;
- Latent demand testing in rural areas, using a new approach by focusing on specific sites in collaboration with local housing associations; and
- Exploring opportunities for increased mixed use / mixed tenure development.

#### Role of the Local Development Plan (LDP) – Mr Andrew Hay, NMDDC

Mr Hay provided a summary of the Local Development Plan, in particular the outcomes of a housing need preparatory study. The following issues were highlighted:

- Housing land availability – in Newry, Mourne & Down DC there is remaining capacity of approx. 13,000 sites in urban areas, and approx. 3,000 sites in rural areas. Therefore, the District currently has sufficient capacity; however there may be other reasons for seeking the identification of other sites.
- Distribution of new housing across district: in consultation on the LDP POP, Elected Members have agreed to opt for an approach balancing current population distribution and the RDS 60% target (subject to public consultation / review);
- Delivery of social housing through LDP - in consultation on the LDP POP, Elected Members have agreed to opt for an approach which combines requiring all housing sites over a certain threshold to provide a proportion of a social / affordable housing; zoning sites for social/ affordable housing (not large scale) and in addition facilitate social housing as a proportion of larger housing schemes through key site requirements (KSRs) as currently operating under BNMAP (subject to public consultation / review) .

#### **4. POTENTIAL ACTIONS FOR IMPROVING SUPPLY**

A facilitated discussion then followed on the current barriers to, as well as the potential actions for improving supply. The following issues were considered, as follows:

- The absence of available sites in rural areas and identifying hidden rural need;
- The zoning of land, in particular identifying why zoned land has not been developed, as well as the need to ensure proper engagement with the relevant stakeholders in respect of potential re-zoning;
- Increased engagement with landowners and developers to identify available sites;
- Exploring initiatives, such as Living Over The Shops (LOTS) as means to address supply issues for singles;
- Proactively engaging with the District's Traveller Community to address need;
- Proactively identifying and securing vacant sites for development;
- Measurement of demand in smaller settlements, in particular ensuring statistics are accurate; and
- Using local information and other intelligence sources to support established statistics in relation to housing demand.

#### **5. IMMEDIATE NEXT STEPS**

**AGREED:** On the PROPOSAL of Councillor Michael Carr, **SECONDED** by Councillor Declan McAteer the following immediate next steps were agreed:

- The NIHE to arrange to meet with the local Traveller Forum to discuss issues in relation to the Slieve Gullion site; and
- Council Officials to meet with NIHE Officials to develop a joint action plan, to be brought back for the future consideration of Elected Members.



# THE LOCAL GOVERNMENT STAFF COMMISSION FOR NORTHERN IRELAND

Commission House, 18-22 Gordon Street, Belfast BT1 2LG Telephone: (028) 9031 3200 Fax: (028) 9031 3151  
Typetalk: 18001 028 9031 3200 E.mail: info@lgsc.org.uk Website: www.lgsc.org.uk

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Our Ref: AEK/gmc

Your Ref:

Date: 22 February 2018

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



Dear Mr Hannaway

## LOCAL GOVERNMENT STAFF COMMISSION - DISSOLUTION FUNDING AND CONTINUING OPERATIONS 2018/19

Following discussion with the Department for Communities, the Commission has concluded that it is unlikely that the Dissolution Order to wind up the Commission will be in place in the near future.

Consequently, in order to implement our statutory functions, it is necessary for the Commission to determine a financial scheme up to 31 March 2019.

In accordance with the 2018/19 Management and Dissolution Plan, the Commission has estimated its total financial requirement to be £453,199 for the year ahead. Income from ongoing operations, which is offset against this figure is estimated at £34,000, leaving an amount of £419,199 to be raised from District Councils and the NIHE (the NIHE paying £84,357).

By virtue of the apportionment arrangements Newry, Mourne and Down District Council with a rateable value of £2,032,500 is required to pay 6.6742% of £419,199 namely £27,979 (£25,193 in 2017/18). I therefore attach an Account for this amount and would be grateful if it could be remitted to the Commission by 30 April 2018.

The increase in the 2018/19 figure as opposed to the previous year is due to the fact that the Commission, in anticipating that it would be wound up w.e.f 31 March 2017 subsidised the scheme utilising all available cash reserves which are now depleted.

If you have any queries in relation to the work of the Commission or the services provided or require further information, please do not hesitate to contact me.

Yours sincerely

**DR ADRIAN E. KERR**  
Chief Executive  
Enc







Local Government Staff Commission

## INVOICE

**To:**

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

**Invoice No.** 59

**Invoice Date** 21/02/2018

**Account No.** NEW05

**Details**

LGSC Council Contribution 2018/19

**Net**

27,979

Please make BACS payments to:

First Trust Bank

Main Street

BANGOR

Co Down

Sort Code 93-82-03

Account No 02235469

Remittances to:

Local Government Staff Commission

Commission House, 18-22 Gordon Street

Belfast, BT1 2LG

Tel no: 028 9031 3200

**Total Net Amount**

**£27,979**

**Invoice Total**

**£27,979**

**NEWRY, MOURNE AND DOWN COMMUNITY PLANNING  
STRATEGIC PARTNERSHIP BOARD**

**DRAFT Minutes of the Community Planning Strategic Partnership Board  
Meeting of Newry, Mourne and Down District Council held in the GreenTec  
Building, Southern Regional College, Newry on 30 January 2018 at 2:00pm**

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**In attendance:**

Councillor Roisin Mulgrew, Chairperson, Newry, Mourne & Down District Council (Board Chairperson)  
 Louise McMahon, Health and Social Care Board  
 Rosemarie McDonnell, Citizens Advice Bureau (CAB – Representative from Strategic Stakeholder Forum) (SSF)  
 Fiona Marshall, Department of Education (D.Ed.)  
 Jaqui Durkin, Department of Education (D.Ed.)  
 Nichola Creagh, Department for Communities (DfC)  
 Melanie McClements, Southern Health and Social Care Trust (SH&SCT)  
 Roisin Coulter, South Eastern Health and Social Care Trust (SEHSCT)  
 Mark Bleakney, Invest NI  
 Paul Walsh, South Eastern Regional College (SERC)  
 Jerome Burns, Department for Agriculture, Environment & Rural Affairs (DAERA)  
 David Vint, Southern Regional College (SRC)  
 Ailbhe Hickey, Northern Ireland Housing Executive (NIHE)  
 Adrienne Adair, Libraries NI  
 Councillor Terry Hearty, Newry Mourne & Down District Council (NMDDC)  
 Councillor Harry Harvey, Newry Mourne & Down District Council (NMDDC)  
 Councillor Willie Clarke, Newry Mourne & Down District Council (NMDDC)

**Council Officials  
in attendance:**

Liam Hannaway, Chief Executive  
 Johnny McBride, Assistant Director, Community Planning & Performance  
 Anthony Hay, Principal Planning Officer  
 Alan Beggs, Head of Evidence & Research  
 David Patterson, Head of Community Planning  
 Catherine Hughes, Data Analyst  
 Lauren McMenamy, Administrative Assistant

**Also in attendance:** Dr Louise O' Kane, Community Places NI

## 1. Welcome, Apologies and Chairperson's Remarks

The Chairperson welcomed everyone to the Meeting and asked that Partners introduce themselves when speaking as there were no name plates.

Apologies were received from Councillor Gary Stokes (NMDDC), Mr Edmund McClean & Ms Colette Rogers (PHA), Mr Mike McClure (Sport NI), Mr Nicholas McCrickard (CDRCN), Mr Reynold Nicholson (DfI), Mrs Heather McKee (SERC) and Mr Roger Sayers (EA).

The Chairperson, Councillor R Mulgrew, thanked the Southern Regional College for hosting the Meeting and stated she was pleased to see Partners begin to host the Board Meetings.

## 2. Agree Minutes from the previous Meeting held on the 27 June 2017

**AGREED:** On the PROPOSAL of Councillor H Harvey (NMDDC) and SECONDED by Councillor T Hearty (NMDDC), the Minutes of the Community Planning Strategic Partnership Board Meeting held on 24 October 2017 were agreed.

### 2.1 Matters Arising

There were no matters arising.

## 3. Local Development Plan & Community Planning

Presentation: Local Development Plan - An Introduction, Mr A Hay, Principal Planning Officer

Mr Hay gave a presentation to the Board on the Local Development Plan - An Introduction. The following key points were considered:

- Planning Functions and Legislation
- Role of the Local Development Plan
- Core Planning Principles and Processes
- Local Development Plan Functions and Objectives
- Local Development plan and the Community Plan linkages
- Timetable for the production of the Local Development Plan in Newry, Mourne & Down DC

(Councillor W Clarke joined the Meeting at 2.21pm)

**NOTED:** Presentation on the Local Development Plan and Community Planning

## 4. Participatory Budgeting (PB) Works Project

Presentation: Participatory Budgeting Works Project, Dr L O'Kane (Community Places)

Dr L O'Kane (Community Places) gave a presentation to the Board on the Participatory Budgeting (PB) Works Project. The following key points were considered:

- The opportunities presented by PB to support Community Planning outcomes and to improve trust and relationships with the wider public through participation and involvement.
- The Building Change Trust and The Big Lottery had established the PB Works Project in Northern Ireland to raise awareness as well as help build capacity and would be seeking submissions to fund a number of pilot schemes for this purpose.
- An invitation was extended to the Board to attend the four regional awareness sessions that were being organised in March, one of which was being hosted by Newry, Mourne and Down DC on the 14 March 2018 at 10.30am in the Sean Hollywood Arts Centre, Newry.
- The Board was also directed to the PB Works website ([www.participatorybudgetingworks.org](http://www.participatorybudgetingworks.org)) for more information.

The following points were raised during Board discussions:

- Following a request for an example of a successful Participatory Budgeting project in Northern Ireland, Dr O' Kane advised that the Triangle Housing initiative was a useful example of how PB can be used as an effective engagement and participation tool.
- In response to a number of Councillor concerns that traditionally the same community groups always tended to secure external funding and the effect this had on discouraging other smaller groups from applying; Dr O' Kane advised that one of the benefits of PB was that the application process can be made simple so that every group has the same opportunity and can be used positively to make linkages with the wider community.
- The Thematic Delivery Groups had previously been tasked by the Board to explore opportunities for PB but this had proved unsuccessful, however separate discussions with a number of Partners had identified potential opportunities.
- The Board was challenged to commit to a PB project and to find a way to pool resources to achieve this.

**NOTED:** The Participatory Budgeting Works Project and the awareness session being hosted by Newry, Mourne & Down DC on the 14 March 2018.

**AGREED:** To arrange a facilitated session amongst interested Partners to identify suitable projects to submit as potential pilots and approval to make a submission to the Participatory Budgeting Works Project. An update to be provided at the next Board Meeting.



## 5. Improving the Links between District Electoral Area Fora and Thematic Groups

Read: Report by Mr D Patterson, Head of Community Planning (NMDDC), regarding: Improving the Links between District Electoral Area (DEA) Fora and Thematic Delivery Groups (copy circulated)

Mr D Patterson provided the Board with a brief summary on the reporting mechanisms and decision making processes for DEA Fora. He also advised there were a number of areas that required the Board's consideration, particular:

- A recommended mechanism for determining how issues can be escalated or referred by the DEA Fora to the Thematic Delivery Groups for consideration; and
- A recommended approach for sharing good practice across the seven DEAs and the Thematic Delivery Groups.

**AGREED:** On the **PROPOSAL** of Councillor W Clarke, **SECONDED** by Mrs R McDonnell (SSF) it was agreed to accept the recommendations.

## 6. Partner Consultation- Principles for Future Collaboration

Read: Report by Mr J McBride, Assistant Director of Community Planning and Performance (NMDDC), Public Consultation- Principles for Future Collaboration (circulated)

Following initial Board consideration of the issue at its last Meeting, Mr McBride recommended the Board agree to a number of guiding principles in relation to future (Partner) publication consultation, namely:

- Each Partner notify the Board of any planned consultation activity (which may support the outcomes of the Community Plan);
- A corresponding commitment to share with the Board, any findings and results from public consultation;
- A commitment to explore opportunities for joint activity (where appropriate); and
- On behalf of the Board, the Council performing a co-ordinating role in relation to the maintenance of a register of activity.

There was some discussion on the benefits of sharing this information and taking a joined-up approach. References were made to the "Pathfinder Project" in the SH&SCT area as a good example of collaborative working in relation to public consultation, as well as the importance of Partners working together to combat rural isolation and specific geographical issues.

In response to a query from Mrs J Durkin (D.Ed.), Mr McBride confirmed the findings and results of any public consultation were being sought for the Board's consideration at the earliest possible opportunity. Mr McBride also requested that each Partner nominate an Official to enable the Council to make contact with each organisation to progress the initiative.

**AGREED:** On the PROPOSAL of Mrs R Coulter (SEH&SCT) and SECONDED by Mrs M McClements (SH&SCT) it was agreed to adopt the recommended principles for future collaboration in relation to public consultation and to the Council performing a co-ordinating role on behalf of the Board. Each Partner to nominate an Official to enable the Council to make contact with each organisation to progress the initiative.

## **7. Mapping of Public Sector Assets**

Read: Report by Mr A Beggs, Head of Evidence and Research (NMDDC) on Mapping of Public Sector Assets (circulated)

Mr A Beggs gave a short overview of the importance of using public sector assets to support the outcomes in the Community Plan and how mapping them across the District was an important enabler for this work. The Board was asked to agree to the following recommendations:

- The proposed approach as set-out in the report;
- Each Partner provide assets data to the Council in order to create an integrated asset mapping platform for the District; and
- Each Partner provide information on upcoming capital investment plans that can be included within the same assets mapping exercise.

Ms A Hickey (NIHE) welcomed this proposal and advised a thorough understanding of the current and future utilisation of public sector assets in the District was essential. She further advised that she would be happy to share the model NIHE data sharing agreement with the Board.

Mr McBride also requested that each Partner nominate an Official to enable the Council to make contact with each organisation to progress the initiative.

**AGREED:** It was agreed on the PROPOSAL of Ms A Hickey (NIHE), SECONDED by Mr P Walsh (SERC) to accept the recommendations of the report and for each Partner to nominate an Official to enable the Council to make contact with each organisation to progress the initiative.

## **8. Briefing on Belfast Region City Deal**

Presentation: Belfast Region City Deal, Mr L Hannaway

Mr L Hannaway, Chief Executive (NMDDC) provided the Board with a briefing on developments in relation to the Belfast Region City Deal.

**NOTED:** Belfast Region City Deal

## **9. Analysis of updated Northern Ireland Multiple Deprivation Measures**

Read: Report by Mr A Beggs, Head of Evidence and Research (NMDDC)  
Analysis of Northern Ireland Multiple Deprivations Measures.

Mr A Beggs gave a brief analysis of the updated Multiple Deprivation Measures, which were published by NISRA on 23 November 2018, and advised these replaced the 2010 dataset. The Board was asked to note the following:

- An increase in the number of Super Output Areas (SOAs) in the District which are more deprived;
- Changes to income measurement which has resulted in increased income deprivation scores in many of the District's SOAs;
- Consider options for the further dissemination of the data through Partner corporate and community engagement structures; and
- An upcoming NISRA information event which would be held in the District.

**NOTED: Analysis of the updated Northern Ireland Multiple Deprivation Measures and an invitation to Partners to attend the NISRA information event for the District. Details to be circulated to Partners once confirmed.**

## **10. Update on Thematic Delivery Plans (2017-2019)**

Read: Report by Mr D Patterson, Head of Community Planning (NMDDC) on update of thematic delivery plans.

Mr Patterson provided the Board with an update on the Thematic Delivery Plans. He advised the Board that there had been some recent difficulties with organising Thematic Delivery Group meetings, however he was continuing to work with individual Partners on the content of the plans and in particular, assigning responsibility for specific actions to lead Partners. He further advised that where a lead Partner could not be assigned then he would recommend to the Board that the relevant action be removed from the current plan. A further update to be provided at the next Board Meeting in June 2018.

**NOTED: Update on Thematic Delivery Plans (2017-19)**

## **11. Establishment of a Monitoring and Reporting Working Group**

Read: Letter by Ms N Creagh, Department for Communities (DfC) on Establishment of a Monitoring and Reporting Working Group

Ms Creagh gave a brief update on the work of the Group and advised the first meeting had been held on the 26 February 2018. Papers would be circulated to each of the Partnership Boards for comment. She further advised that the March date for the production of initial guidance was now considered premature and a longer timeframe would be required.

**12. Workshop: DfC and the Children's Commission on "Co-operation in Community Planning: Working together with Children and Young People" 1 February 2018**

Ms Creagh invited Partners to attend the workshop on the 1 February 2018 and would circulate the workshop report when it became available.

**13. Invitation to Newry, Mourne and Down DC / Louth County Council Brexit & Cross- Border Trade Conference, 7 February 2018**

Mr J McBride invited Partners to attend the Brexit & Cross-Border Trade Conference on the 7 February 2018 and requested Partners contact him directly if they wished to attend.

**14. Date / Venue of Next Meeting**

The next Meeting of the Community Planning Strategic Partnership Board to be held at 2.00pm on Tuesday, 19 June 2018 in the Tollymore National Outdoor Centre (Sport NI), Bryansford, Co Down.

The Chairperson closed the Meeting by informing the Board that today's meeting was her last as Chairperson. She spoke of her enjoyment of her time as Chairperson and how she found the meetings very informative and thanked everyone for their participation. On behalf of the Partners present, Mr McBride thanked the Chairperson for her support and commitment during her tenure and wished her well for the future

There being no further business, the Meeting finished at 4.35pm.



# **NEWRY, MOURNE AND DOWN DISTRICT COUNCIL**

## **Minutes of the Local Development Plan Steering Group Meeting**

**14 February 2018 at 2pm**

**Training Room, Monaghan Row, Newry**

### **Attendees:**

**Members:** Cllr G Craig (Chair)  
Cllr M Larkin (Deputy Chair)  
Cllr M Savage  
Cllr M Ruane  
Cllr D McAteer  
Cllr C Enright

<b>Officials:</b>	<b>Mr L Hannaway</b>	<b>Chief Executive</b>
	<b>Mrs M Ward</b>	<b>Director of Economic Regeneration &amp; Tourism</b>
	<b>Mr A McKay</b>	<b>Chief Planning Officer</b>
	<b>Mr A Hay</b>	<b>Principal Planning Officer</b>
	<b>Mrs M McIlhone</b>	<b>Business Support Manager (Secretariat)</b>

**Apologies:** Cllr M Murnin

### **1. Minutes of last meeting on 26 October 2017**

The minutes of the last meeting were agreed on the proposal of Cllr Ruane and seconded by Cllr Larkin.

### **2. Terms of Reference (amendment)**

Mr Hay referred to the report and explained the amendment in the Terms of Reference was required in response to a change in Senior Council Officer membership. Following recent Directorate restructuring, Planning has moved from the Regulatory and Technical Services Directorate (RTS) to the Economic Regeneration and Tourism Directorate (ERT). As a result membership on the Steering Group has now passed from the Director of RTS to the Director of ERT.

**Agreed:** The amendment of the Terms of Reference was agreed on the proposal of Cllr Ruane and seconded by Cllr Savage.

### **3. Local Development Plan: Preferred Options Paper**

Mr Hay referred to the report and provided an update on the development of the Preferred Options Paper (POP) and outlined the programme for delivery. He advised that the POP is the first major piece of work in the plan preparation process. The issues within the POP have been identified and informed through the work of the Development Plan Team in developing the evidence base and in consultation and engagement with statutory consultees, Council officers and Members. The POP will identify key planning issues, explore a range of options and set out the Council's preferred option.

The draft POP will be presented to members on 27 March 2018 before being finalised for approval at a Special Council meeting on 1 May 2018. Following Council approval arrangements will be made for the publication of the POP. On publication, the POP will be

subjected to a 12 week public consultation period. The meeting was asked to note the report and agree the Programme for Delivery.

The Chair enquired if papers for the meeting on 27 March 2018 would be circulated well in advance for consideration by Members. Mr Hannaway advised of the need to adhere to the Local Development Plan timetable and recommended that papers should be issued as early as possible before the meeting on 27 March 2018. He emphasised the importance of as many Members as possible attending this meeting and recommended that it be held in the Burrendale Hotel in Newcastle.

**Agreed:** Mr Hay agreed to issue papers for the meeting on 27 March 2018 as early as possible and arrange for the venue to be changed to Burrendale Hotel, Newcastle.

#### **4. Any Other Business**

Cllr Savage enquired about progress on the issue of availability of Social Housing sites in the Newry and Newcastle areas, which was raised at the last Steering Group meeting. Mr Hay explained that some work had been progressed on updating the Housing Monitor for the District. He referred to the recent Housing Symposium event where he made reference to a draft paper which specifically considered Newry Social Housing Provision which provided updated data on lands zoned for social housing in Newry. He further advised that further work would be progressed on this matter, but advised that for the moment the priority of the work of the Development Plan Team had been focussed on the preparation of the POP.

Cllr Savage advised that a recent meeting with Housing Associations indicated that they were keen to build but were having difficulty in progressing sites with developers which had clauses regarding the provision of social housing.

Mr Hay advised that the preferred option for social housing emanating from the Member Workshops would be a hybrid version of the considered options looking at a combination of policy and key site requirements to provide a proportion of social housing on all housing sites, and the zoning of sites solely for social housing. He advised the aim would be to provide a more flexible approach and present more opportunities to secure the delivery of social housing.

The Chair enquired if officers had received sufficient direction from Members from the Workshop on PPS21. Mr Hay considered the PPS21 Workshop with Members had been informative and constructive and that they were content that there was enough direction on this at the present time.

#### **5. Date of Next meeting**

The Chair thanked Mr Hay for the update on progress on the POP. Mr Hay suggested that the next meeting would provide an opportunity to discuss the public consultation and community engagement.

Mr Hannaway suggested that a Steering Group meeting be held in mid-April, following the Members meeting on 27 March 2018, to discuss the final draft of the POP prior to it being presented to the Special Council meeting on 1 May for Council approval, and at that

meeting consideration be given to a programme of public engagement. It was agreed that a meeting week commencing 9 April 2018 should be arranged.

**Agreed:** Mr Hay to arrange next Steering Group meeting week commencing 9 April 2018.

There being no further business, the meeting concluded.