



August 15th, 2018

Notice Of Meeting

You are invited to attend the Strategy Policy and Resources Committee Meeting to be held on **Thursday, 16th August 2018 at 5:00 pm** in **Mourne Room, Downshire Civic Centre.**

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

Chair: Councillor M Savage

Vice Chair: Councillor W Walker

Members: Councillor R Burgess Councillor P Byrne

Councillor M Carr Councillor S Doran

Councillor C Enright Councillor J Rice

Councillor D Hyland Councillor O McMahon

Councillor A McMurray Councillor B Ó Muirí

Councillor M Ruane Councillor G Sharvin


Councillor J Trainor

Agenda

1.0 Apologies & Chairperson's Remarks

2.0 Declarations of Interest

3.0 Action Sheet arising from SPR Committee Meeting held on 14 June 2018

 [SPR-14062018.pdf](#)

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Planning

4.0 Planning Committee Scheme of Delegation & Operating Protocol

All Planning Committee Members invited to attend meeting for this item.

 [Report To SP&R Committee.pdf](#)

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 [DRAFT Scheme Of Delegation August 2018.pdf](#)

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 [DRAFT Operating Protocol August 2018 .pdf](#)

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For Discussion/Decision

5.0 Confirmation of Diversion of Adders Loanin Public Right of Way, Ballyward

 [SPR - August 18 - Diversion Addler's Loanin.pdf](#)

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6.0 Albert Basin Park Working Group - Update

 [Report to SP&r August 2018 - Albert Basin T&F Update.pdf](#)

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7.0 Albert Basin Working Group Reporting Arrangements


 [14.8.18 AB reporting arrangements.pdf](#)

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

8.0 Management Accounts up to 30th June 2018

This item is deemed to be restricted by virtue of Paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – information relating to the financial or business affairs of any particular person (including the council holding that information).

 <i>Management accounts August Report to SP&R .pdf</i>	<i>Not included</i>
 <i>Income & Exp. Report (By Director) to 30.6.18 - Summary.pdf</i>	<i>Not included</i>
 <i>Income & Exp. Report (By Director) to 30.6.18 - Detailed.pdf</i>	<i>Not included</i>

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

9.0 Report re: Access to Countryside/PROW Policy

This agenda item involves exempt information as defined in Section 51 of the Local Government Act (NI) 2014, Schedule 6 Part 1, Para 1 - 4 and the Council may, by resolution, exclude the public during discussion on this matter.

 <i>SPR - August 2018 - PROW Policy.pdf</i>	<i>Not included</i>
 <i>NMDDC PROW Policy.pdf</i>	<i>Not included</i>
 <i>NMDDC Access to the Countryside Procedures.pdf</i>	<i>Not included</i>

10.0 Policy re Conflicts of Interest


This agenda item involves exempt information as defined in Section 51 of the Local Government Act (NI) 2014, Schedule 6 Part 1, Para 1 - 4 and the Council may, by resolution, exclude the public during discussion on this matter.

 <i>SPR - August 2018 - CoI Policy.pdf</i>	<i>Not included</i>
 <i>NMDDC Conflict of Interest Policy.pdf</i>	<i>Not included</i>
 <i>NMDDC Conflict of Interest Procedures.pdf</i>	<i>Not included</i>

11.0 Updated Whistleblowing Policy

This agenda item involves exempt information as defined in Section 51 of the Local Government Act (NI) 2014, Schedule 6 Part 1, Para 1 - 4 and the Council may, by resolution, exclude the public during

discussion on this matter.

 *Report for SP&R 16.8.18 - Whistleblowing policy.pdf*

Not included

 *Whistleblowing Policy final V2.pdf*

Not included

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

12.0 Report regarding Northern Ireland Public Services Ombudsman

This item is deemed to be restricted by virtue of Paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – information relating to the financial or business affairs of any particular person (including the council holding that information).

 *Report re NIPSO.pdf*

Not included

13.0 Recommendation for Approval under RPA Staff Severance Scheme for Local Government - Report to be circulated on night


This agenda item involves exempt information as defined in Section 51 of the Local Government Act (NI) 2014, Schedule 6 Part 1, Para 1 - 4 and the Council may, by resolution, exclude the public during discussion on this matter.

Copy report to be circulated at meeting

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

14.0 Update on Treasury Management

This agenda item involves exempt information as defined in Section 51 of the Local Government Act (NI) 2014, Schedule 6 Part 1, Para 1 - 4 and the Council may, by resolution, exclude the public during discussion on this matter.

 *Report for SP&R 16.8.18 - Treasury Management.pdf*

Not included

15.0 Action Sheet arising from SPWG

This agenda item involves exempt information as defined in Section 51

of the Local Government Act (NI) 2014, Schedule 6 Part 1, Para 1 - 4 and the Council may, by resolution, exclude the public during discussion on this matter.

📄 26.6.18 Action Sheet from SPWG.pdf

Not included

16.0 Action Sheet arising from Albert Basin Task and Finish Working Group

This agenda item involves exempt information as defined in Section 51 of the Local Government Act (NI) 2014, Schedule 6 Part 1, Para 1 - 4 and the Council may, by resolution, exclude the public during discussion on this matter.

📄 6.6.18 Action Sheet from Albert Basin Task and Finish WG.pdf

Not included

For Noting

17.0 Draft Minutes of Community Planning Partnership Board Meeting held on 19 June 2018

📄 DRAFT CPP Board Meeting - 19 06 18.pdf

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Invitees

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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"> • 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. • 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. 	C Mallon	<p>On-going.</p> <p>Ballyedmond Estates Consultants updating the Ecological Impact Assessments and collating additional information. This matter is on-going.</p> <p>Report to be prepared for September SP&R.</p>	N

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

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
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ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) – THURSDAY 12 APRIL 2018 – ITEMS STILL IN PROGRESS OR ON-GOING.

SPR/060/2018	Disposal of Land where Departmental Approval is required	It was agreed to note the content of the Officer's Report relating to disposal of Council land when, under legislation, Departmental approval is required and to invite Departmental representatives to meet with Council to discuss the matter.	L Moore	An invitation has been extended to the Department to meet with the Council. A response is awaited.	N
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ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) – THURSDAY 14 JUNE 2018

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SPR/079/2018	To agree a start time for SPR Committee Meetings from June 2018 to April 2019	It was agreed to keep the start time of the SPR Committee Meetings at 5pm.	D Services	Actioned	Y
SPR/080/2018	Action Sheet of SPR Committee Meeting held on 17 May 2018	It was agreed that the action sheet of 17 May 2018 be noted and actions removed as marked.	D Services	Actioned	Y
SPR/081/2018	Engagement of External Consultancy	It was agreed to procure consultancy support to assist in an information management transformation programme.	A Robb	On-going	N
SPR/082/2018	Lease of Office Accommodation in Downshire Civic Centre to Youth Justice Agency	It was agreed to enter into a 5 year sub-lease for 80m ² of office accommodation with Youth Justice Agency at a yearly rental to be confirmed by LPS and subject to completion of all necessary legal formalities.	A Robb	Agreed	Y
SPR/083/2018	Civic Centre Regeneration Projects, Theatre, Conference & Arts Report Civic Centre Regeneration (CCR) Programme Strategic Outline Case	It was agreed to: <ul style="list-style-type: none"> • Note the continuing development of Council's Arts & Cultural Strategy as approved by ERT Committee, including vision and targets for growth, support and delivery, and potential alternate operational delivery models, benefits and associated risks; • Note the installation of a box office system (and website) for the Arts and Culture venues as approved by SPR Committee; • Acknowledge the displacement of function and long term viability of the existing Newry theatre and arts provision in the event of a new Theatre/Conferencing facility being provided, and to seek approval for the 	M Ward	Agreed	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>inclusion of an augmented Theatre/Conferencing facility located adjacent to and strengthening the Town Hall and Sean Hollywood Arts Centre's as part of the developing Strategic Outline Case for the CCR Project;</p> <ul style="list-style-type: none"> • Note the contents of the Strategic Outline Business Case presentation, and also the CBRE Office & Hotel executive summaries and presentations made to the Special Strategic Project Working Group on 7th June 2018; • To approve the SOC recommendation to proceed with option 7c as part of an outline business case – as the next stage of the CCR Programme; • To approve the procurement of consultants and advisors, site surveys and investigations for the purpose of developing and evaluating option 7c as part of an outline business case; • Approve location of the augmented Theatre/ Conferencing facility on the Ross Thompson site adjacent to and strengthening the Town Hall and Sean Hollywood Arts Centre; • Approve the separate procurement of the Theatre/Conferencing project from the other Civic Centre Regeneration project elements. 			
SPR/085/2018	Privacy Policy	It was agreed to note the revised Privacy Policy.	D Carville	Noted	Y
SPR/086/2018	Special Responsibility Allowances 2018	It was agreed that similar to arrangements made in 2015/16, 2016/17 and 2017/18, 50% of one unallocated SRA be paid to the Chair of the Planning Committee, with the remaining unallocated SRA monies being divided among the other positions which receive SRA payments and this arrangement be back-dated to 1 June 2018.	E McParland	Agreed	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/088/2018	Sub-Lease to Drumanakelly Power Limited	It was agreed to note the contents of the officer's report and approve the recommendation in para 3.1 to agree an extension of the area at Drumanakelly leased to Drumanakelly Power Ltd as outlined on the report map, for the purposes of regularising their land use, and subject to the Council's legal costs being met by Drumanakelly Power Ltd, following a check by officers regarding comments made by Councillor Enright.	A Robb	Agreed	N
SPR/089/2018	Management Accounts	It was agreed to note the Management Accounts to 31 st March 2018.	K Montgomery	Noted	Y
SPR/090/2018	Debt Write-Off	It was agreed to note the contents of the officer's report and approve the debt write off listings as detailed in the report.	K Montgomery	Agreed	Y
SPR/091/2018	Easements at Annalong Marine Park	It was agreed to note the contents of the officer's report and approve the recommendation in para.3.1 to regularise the two easements at Annalong Marine Park required by a developer, at the charge outlined in the officer's report.	L Moore	Agreed	Y
SPR/092/2018	Action Sheet from SPWG held on 7 June 2018	It was agreed to note the action of SPWG meeting held on 7 June 2018	D Services	Actioned	Y
SPR/093/2018	Action Sheet from EWG held on 8 June 2018	It was agreed to note the actions of EWG meeting of 8 June 2018	D Services	Actioned	Y

Report to:	Strategy Policy and Resources Committee
Date of Meeting:	Thursday 16 th August 2018
Subject:	Proposed changes to the Planning Committee Scheme of Delegation and Operating Protocol
Reporting Officer (Including Job Title):	Marie Ward, Director of Enterprise, Regeneration and Tourism
Contact Officer (Including Job Title):	Anthony McKay, Chief Planning Officer

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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Decision required whether to accept the revised scheme of delegation and operating protocol.

1.0	Purpose and Background
1.1	The Planning Committee has held a series of workshops over recent months to review the delivery of the planning function within Council.
2.0	Key issues
2.1	<p>A wide ranging programme of work has been identified to build upon the many successes achieved in terms of delivery of a planning service but also to address the issues that impact on the quality of the service being delivered.</p> <p>The first key issue to be addressed and the subject matter of this report, is the need for a revised scheme of delegation and operating protocol for the Planning Committee.</p> <p>It is recognised that there is the potential for a significant backlog of applications to build up while awaiting consideration by the Planning Committee. This situation is arising largely as a result of the current requirement that all applications recommended for refusal must be determined by Planning Committee.</p> <p>With a mounting number of applications awaiting Committee decisions, it was agreed that there was a need to revisit the premise that all applications recommended for refusal should be determined by Committee.</p>

	<p>It was generally agreed that the process of referring all refusals of planning permission to Committee would be replaced with a call in system whereby the majority of recommendations on applications would be notified to all Members of Council. Members would have the opportunity to seek to call in applications for Committee consideration subject to valid planning reasons being advanced. Call in requests would be determined by a panel comprising members of the planning committee.</p> <p>The proposed change outlined in the paragraph above is the most significant change being advocated. Other changes proposed within the scheme of delegation and the operating protocol are the widening of speaking right for members allowing them to make representations on applications outside their DEA. In addition the revisions would now make clear that no new information will be accepted after the date that a recommendation is made by the Planning Department, except in exceptional circumstances. A further change would limit the submissions/representations to Planning Committee to 2 pages of A4.</p> <p>The proposed changes are set out in the attached draft scheme of delegation and the draft operating protocol. They seek to build on a series of changes agreed by this Committee in early 2017. The proposed changes provide a mechanism for processing applications in a timely manner, while retaining decision making with Planning Committee members.</p>
3.0	Recommendations
3.1	That Committee agree the revised scheme of delegation and operating protocol
4.0	Resource implications
4.1	N/A
5.0	Equality and good relations implications
5.1	N/A
6.0	Rural Proofing implications
6.1	N/A
7.0	Appendices
	Draft Scheme of Delegation Draft Operating Protocol
8.0	Background Documents



Scheme of Delegation: Delegation of Planning Applications, Enforcement and other Planning Matters.

Introduction

Section 31 of The Planning Act (NI) 2011 requires that the Council must prepare a scheme of delegation by which any application for planning permission for a development within the category of local developments or any application for consent, agreement or approval required by a condition imposed on a grant of planning permission for a development within that category is to be determined by a person appointed by the Council.

Part 4 Section 7 of the Local Government Act (Northern Ireland) 2014 allows a Council Committee to delegate certain matters to an Officer of the Council. In relation to the scheme of delegation for planning applications, enforcement and other planning matters the person appointed by the Council to exercise delegated powers is the Chief Planning Officer within the Council and those Officers nominated by this Officer in writing. Any reference to the Chief Planning Officer in Part 1-4 shall also be deemed to be a reference to those Officers.

Scheme of Delegation for Planning Applications

The scheme of delegation for the determination of applications has been agreed by Newry, Mourne and Down District Council and is set out in the following paragraphs.

Part 1. Planning Applications required under the Planning Act to be determined by the Planning Committee

The Planning Act (NI) 2011 and the Planning (Development Management) Regulations (Northern Ireland) 2015 state that the following categories of application cannot be delegated to officers:

- Applications which fall within the 'Major' category of development;
- An application for planning permission where the application is made by the Council or an elected member of the Council;
- The application relates to land in which the Council has an interest or estate.

Part 2. Delegated Planning Applications

The Chief Planning Officer is authorised to determine all planning applications that fall within the 'Local' category of development, applications in relation to tree preservation and those which relate to the issuing of consents and approvals with the following exceptions:

- Applications which are significant departures from the Local Development Plan and which are recommended for approval;
- Applications attracting six or more material planning objections from different addresses where the Officer's recommendation is for approval;
- Applications attracting a material planning objection from a statutory consultee, where the Officer's recommendation is for approval;

- An application which the Chief Planning Officer considers should be brought before and decided by the Planning Committee;
- Applications which are submitted by members of staff directly involved in the consideration of planning applications and Officers of the Council at the level of Head of Service or above.

Where a Member of Council has requested that an application which would ordinarily be delegated is referred to Committee, the Chief Planning Officer, in consultation with the Chairperson or Deputy Chairperson and two other members of the Planning Committee (which in total will reflect the three main political groupings on the Committee) will determine whether that application should be referred to Committee. In all cases a sound planning reason must be given for such a referral. The detailed arrangements for such requests and how they will be processed will be set out in the Committee's Operating Protocol.

The above provision will not apply to applications where there are associated live enforcement issues or where all necessary information pertaining to the application, having been reasonably requested and, without reasonable justification, has not been provided within the timescale stipulated in the written request.

Part 3. Delegation of Enforcement Matters

The Chief Planning Officer is authorised to carry out the enforcement responsibilities set out within The Planning Act (Northern Ireland) 2011, together with all regulations and orders made under the said legislation, on behalf of the Council.

Part 4. Determination of Other Planning Matters

The following functions are also delegated to the Chief Planning Officer:

- The issuing of a certificate of lawful use or development;
- The making of a non-material change to a planning permission;
- The issuing of a correction notice;
- The screening of and determination decisions on development proposals required under the Environmental Impact Assessment or Habitats Regulations;
- Executing works in default of compliance with any notice or order or in an emergency, where empowered by statute, and recovering the costs of so doing;
- Temporary listing of buildings in urgent cases;
- Lodging objections, in consultation with the Chief Executive, in relation to local planning applications where the Council has been notified as part of the neighbourhood notification scheme;
- Generally carrying out all other statutory powers connected to the exercise of the planning functions which have been conferred upon the Council which are not specifically provided for within this Scheme of Delegation.

The Chief Planning Officer may, having taken legal advice, refer a decision back to Committee for reconsideration.

Comhairle Ceantair an Iúir Mhúrn agus an Dúin

Newry, Mourne and Down District Council

Planning Committee

Operating Protocol

INTRODUCTION

1. The following protocol has been developed for use by the Planning Committee (“the Committee”). It should be read alongside relevant provisions of the Council’s Standing Orders and the Code of Conduct for Councillors and is not intended to replace either document. The key aims of the protocol are to ensure that the Committee makes decisions in a sound, lawful and transparent way and in a timely and efficient manner.

REMIT OF THE COMMITTEE

2. The primary roles of the Committee will include:
 - (a) Consideration of applications for planning permission and consents in accordance with the Council’s Scheme of Delegation.
 - (b) Exercising the Council’s powers and duties in relation to planning policies and plan strategies.
 - (c) Responding to consultations in relation to regionally significant or major applications to be determined by the Department for Infrastructure or relevant Department or any other Department.

- (d) Responding to consultations issued by the Department for Infrastructure or relevant Department, or any other Department, in relation to planning matters.

FREQUENCY & TIME OF MEETINGS

3. It is recommended the Committee shall meet every fourth week, though there should be flexibility for additional meetings if required.
4. Dates and times will be advertised at least 5 days in advance on the Council website and at the Council's main offices at Downpatrick and Newry.

SCHEME OF DELEGATION

5. As required by Section 31 of the Planning Act (NI) 2011 the Council will operate a scheme of delegation for planning, outlining delegation both to the Committee and Officers (this can be found on the Council's website and at the Council's main offices at Downpatrick and Newry). The overall objective is to ensure that arrangements for decision-making on applications for local developments are effective whilst ensuring that proposals that raise strong local views or issues for the district can be dealt with by elected members. Delegating determination of some planning applications to Officers is also seen as a critical factor affecting the overall performance of the development management process as it helps ensure that decisions are taken at the most appropriate level, procedures are clear and transparent, costs are minimised and Members of Council have more time to concentrate on complex applications.
6. The following applications cannot be delegated and therefore must be presented to the Planning Committee for determination:
 - Applications which fall within the Major category of development;

- An application for planning permission where the application is made by the Council or a Member of Council;
 - The application relates to land in which the Council has an interest or estate.
7. The Scheme of Delegation delegates all local development applications to Officers for determination, whether for approval or refusal, with the following exceptions:
- Applications which are a significant departure from the Local Development Plan and which are recommended for approval;
 - Applications attracting six or more material planning objections from different addresses where the Officer's recommendation is for approval;
 - Applications attracting material planning objection from a statutory consultee, where the Officer's recommendation is for approval;
 - An application which the Chief Planning Officer considers should be brought before and decided by the Planning Committee;
 - Applications which are submitted by members of staff directly involved in the consideration of planning applications and Officers of the Council at the level of Head of Service or above.
8. Enforcement activities are also delegated to The Chief Planning Officer. The Committee will receive regular reports on enforcement matters.

REFERRAL OF DELEGATED APPLICATIONS TO THE PLANNING COMMITTEE

9. The Scheme of Delegation provides that where a Member of Council has requested that an application which would ordinarily be delegated is referred to Committee, the Chief Planning Officer, in consultation with the Chairperson or Deputy Chairperson, and two other Committee Members (which in total will reflect the three main political groupings on the Committee) will determine

whether to do so. In all cases a valid and credible planning reason must be given for such a referral. That referral should set out why it is necessary for Committee to determine the application rather than officers.

10. A weekly list of recommended decisions will issue via email to all Members of Council on the first working day following the week in which the recommendations were formulated. The weekly list will also be published on the Council website.
11. A Member of Council has 5 working days from the date of the email notification sent under paragraph 10 above, in which to submit a request. That request must be submitted via email.
12. The Chief Planning Officer will liaise with a Call in Panel constituted of Committee Members to determine whether the reasons which have been set out in the request constitute valid and credible planning reasons so as to merit referral to Committee. The Call in Panel will comprise the Chairperson or Deputy Chairperson of the Committee together with two other Members of the Committee. The overall makeup of the Panel will reflect the three main political groupings represented on the Committee. The membership of the Call in Panel will be rotated every six months. Where a Panel Member is unable to attend a meeting, a substitute Committee Member shall attend. At all times the makeup of the group shall comprise membership from the three main political groupings represented on the Committee. The Call in Panel's purpose is to consider the strength of the reasons why the applications need to be determined by Committee, but not to determine the merits of applications themselves.
13. The Call in Panel shall meet every fourth week. There shall be flexibility for additional meetings if required.
14. All Members of Council will be advised by email notification as to which applications have been called in to Committee.
15. The above provisions will not apply to applications where there are associated live enforcement issues or where all necessary information pertaining to the

application, having been reasonably requested and, without reasonable justification, has not been provided within the timescale stipulated in the written request.

FORMAT OF MEETINGS

16. Committee Meetings (dates, times and papers) will be published on the Council's website at least 5 days in advance.
17. Case Officer Reports will also be available on the Northern Ireland Planning Portal.
18. Committee papers will typically include the following:
 - a) Minutes of the previous meeting for approval;

For decision/discussion

- b) Details of non-delegated applications (including those brought back following deferral) for consideration by the Committee;
- c) Details of applications of regional significance with an impact upon the Council area in respect of which the Council is a statutory consultee or where it may wish to make representations;
- d) Correspondence received from statutory consultees

For noting

- e) Details of proposed pre-determination hearings;
 - f) Details of delegated applications for noting only by the Committee;
 - g) Details of appeals (notified and concluded).
19. Members, staff directly involved in the consideration of planning applications and Officers of the Council at the level of Head of Service or above must pass to the Planning Case Officer any representation(s) received in respect of a planning application for inclusion in the planning file.

20. A quorum, as outlined in the Council's Standing Orders, is required for the Committee to convene; the quorum being half (six) of the members of the Committee.
21. Committee Members will be required to declare an interest in any item on the agenda at the beginning of the meeting and must then leave the table when the matter in which they have declared an interest is being discussed. Once a decision had been made in respect of that item, the Committee Member will then be invited to return to the table before consideration of the next item commences. The Democratic Services Officer will record when Committee Members enter and leave the room during the course of the Meeting.
22. The Committee will discuss each application that has been presented, for a maximum of 20 minutes (with extension at the Chairperson's discretion), before taking a vote on one of the following options:
 - a) Approve the application with conditions as recommended;
 - b) Approve the application with amendments to the recommended conditions;
 - c) Approve the application contrary to Officer recommendations;
 - d) Refuse the application for the reasons recommended;
 - e) Refuse the application with additional, fewer or amended reasons;
 - f) Refuse the application contrary to Officer recommendations;
 - g) Defer the application with a direction for additional information or clarification; or for a Committee Members' site visit.
23. The Committee can defer consideration of an application to a subsequent meeting for further information, further negotiations or a site visit. Deferrals have an adverse effect on processing times, and the applicant can lodge an appeal after a period of time if the Council has not made a decision. The Committee will therefore generally only defer an application once. The Committee Member proposing deferral must provide clear relevant planning related reasons as to why a deferral is necessary. If a Committee Member was not present for the

initial discussion/debate in relation to a deferred application, or did not attend a site visit, he/she cannot participate in the discussion on, nor vote on that application when it is subsequently presented to Committee.

24. The Chairperson has a casting vote.
25. Committee Members must be present for the entire item, including the Officer's introduction and update, otherwise they cannot take part in the debate or vote on that item. However the Chairperson of the Planning Committee can use their discretion in exceptional circumstances in accordance with the Council's Standing Orders.
26. Following issue of the agenda Committee Members may request the attendance of statutory consultees and this request must be submitted through the Chief Planning Officer at least one week in advance of the Committee Meeting.

PUBLIC REPRESENTATIONS

27. Meetings of the Committee will be open to the public, however, seating within the Committee Chamber will be limited according to the venue capacity and associated fire and safety regulations.
28. Seating for the applicant and/or their agent and objectors will be reserved but only for the time during which the relevant application is being considered. Otherwise seating will be on first come first served basis.
29. If a member of the public wishes to speak at Committee they must contact Democratic Services by telephone or by email (democratic.services@nmandd.org) at least 5 working days before the date of the meeting at which the application will be considered. Only those who have

made written submissions in respect of a planning application and registered a request to speak in respect of the application shall be permitted to make oral representations before the Committee.

30. The purpose of written and oral representations to Committee is to highlight the key points already made by or on behalf of the person throughout the processing of an application. If a person wishes to rely upon information it is important that is provided to officers as early as possible in the process. A deputation shall not be permitted to raise any new matters or produce information which was not before officers at the time the recommendation was made unless they can demonstrate to the satisfaction of the Committee that the matter could not have been raised before that time, or that it's not being raised before that time was a consequence of exceptional circumstances.
31. Each deputation or individual requesting to appear before the Committee shall submit a prepared statement extending to no more than 2 A4 pages (at least Font Size: 11 if the submission is typed) at least 5 working days in advance of the date of the meeting at which the application will be considered. Each deputation or individual requesting to appear before the Committee who wishes to make use of a visual presentation (Powerpoint presentation) shall submit the presentation at least 5 working days in advance of the date of the meeting at which the application will be considered.
32. Deputations will not be permitted to circulate papers to Committee Members at the Committee Meeting.
33. All Committee papers will be available online. However, access to some documentation may be restricted by virtue of the Council's publication policy. Information which is determined to be exempt by virtue of Schedule 6 of the Local Government (Northern Ireland) Act 2014 may be published where the Council considers that the public interest in disclosing same outweighs the public interest in maintaining the exemption.

- 34.** Documentation should not be provided directly to a Member of Council. However, if documentation is provided directly to any Member of Council in relation to a particular application it must be copied to Democratic Services Section and to the Chief Planning Officer.
- 35.** Deputations shall be heard in the following order:
- a) Objectors and/or their representatives;
 - b) Applicant and/or their representatives and/or those supporting the application
- 36.** The Council will not notify applicants or those who have made representations in respect of a particular planning application that a request to address the Committee has been received. Applicants and those who have made representations in respect of a particular application that appears on the Committee agenda may contact Democratic Services in advance of the relevant meeting to ascertain whether there have been any such applications.
- 37.** Only one deputation on behalf of those objecting to the application will be permitted to address the Committee. Only one deputation on behalf of the applicant and/or those supporting the application will be permitted to address the Committee. Additionally Members of Council may make the representations in accordance with this Protocol.
- 38.** Deputations, unless otherwise agreed in advance by the Committee, shall consist of no more than 3 persons. Where there are 3 or more persons or groups wishing to address the Committee they will be required to arrange a single deputation to express their representations.
- 39.** If more than 3 persons have registered a request to speak in support of or in objection to an application, the Council will notify, in so far as reasonably

practicable, those persons that they may not be guaranteed an opportunity to address the Committee. They will be invited to attend Council offices an hour before the Committee is due to start so that they can agree a deputation of speakers. If agreement cannot be reached the places on the deputation shall be allocated by Planning Officers so as to ensure that the deputation is representative of the range of issues raised by those who have made representations.

40. The applicants or their representatives, right to address Committee shall be prioritised over other persons/groups wishing to speak in support of an application.
41. Deputations shall be confined to the making of a 5 minute address either by each member of the deputation or, should they so wish, by their nominated spokesperson or legal advisor.
42. Each deputation shall be permitted a maximum of 5 minutes to address the Committee. Where more than one person wishes to speak, the 5 minutes will be shared between the members of the deputation.
43. All members of a deputation must continue to be seated and remain silent whilst other deputations are being made to the Committee.
44. Cross-examination, discussion or any type of debate between persons making representation to Committee shall not be permitted.
45. Once all deputations have been made, by invitation of the Committee Chairperson, the parties shall be permitted an opportunity to rebut any factual inaccuracies which may have arisen from the oral representations of another deputation but it will only be permitted in respect of a factual inaccuracy which they have not had a previous opportunity to comment upon. This will be strictly

limited to responding to any such issue and the party will not be permitted to rehearse representations which have already been made.

46. The Committee may, upon advice from officers, exclude any deputation from being present during the whole or part of the time due to the confidential nature of the information being presented; or for such other reasons as may be deemed appropriate having regard to Schedule 6 of the Local Government Act (Northern Ireland) 2014.
47. The Committee may seek clarification from those who have spoken on any issues raised by them but must not enter into a debate.
48. Officers can address any issues raised during the course of representations from any deputation and the Committee may seek clarification from Officers.
49. The Chairperson will ensure that those making representation to the Committee adhere to the time limits set out in this protocol. These time limits will have been communicated to those making representations in advance of the meeting.
50. The Chairperson may at any time during the hearing of deputations, if they think it necessary to secure order, suspend the meeting and direct the removal of any individual from the meeting, or order that the meeting be cleared of all deputations.
51. When hearing deputations, the Chairperson will require Committee Members engaging in debate to desist, until such time as all relevant information has been received.
52. The Chairperson may bring the questioning of any person appearing before the Committee to a close provided s/he is satisfied that all relevant issues have been addressed. The Chairperson may also prevent duplication of questions being put.

53. If a Committee Member moves that the question be put to a vote and the Chairperson is of the opinion that the application before the Committee has been sufficiently discussed, s/he shall put the motion to the vote.

REPRESENTATIONS BY MEMBERS OF COUNCIL

54. Members of Council who wish to address the Committee, must notify Democratic Services 5 working days prior to the Committee meeting. The Member of Council shall have previously requested the application be referred to the Committee in accordance with Paragraph 7 of this Protocol.
55. The Member of Council shall also be subject to the provisions of paragraphs 30-32 of this Protocol in relation to their nature and content of their representations to Committee.
56. Members of Council who wish to address the Committee will be permitted to do so for a maximum of 2 minutes. This 2 minutes shall be shared among all Members of Council wishing to address the Committee, regardless of the number of Members of Council to speak.
57. Committee Members who wish to support or oppose an application are free to do so but cannot take part in the decision-making process. It is important that the public see that they are not acting in their capacity as a Committee Member. When that application is being discussed the Committee Member must leave their seat and sit with the other parties who are making representations. Once a decision has been made on that application the Committee Member can return to their seat as part of the Committee.

DECISIONS CONTRARY TO OFFICER RECOMMENDATION

58. The power to decide an application lies with the Committee and it is entitled to come to a decision contrary to Officers' recommendations.
59. Any such decision may be subject to legal challenge and Committee Members must therefore ensure that the rationale for the decision is fully explained and based on proper planning considerations.
60. The Chief Planning Officer or other Senior Planning Officer and/or the Council's Legal Advisor will always be given the opportunity to explain the implications of the Committee's decision prior to a vote being taken on any such proposal.
61. The reasons for the decision contrary to the Officer's recommendation must be formally recorded in the minutes and a copy placed on the planning application file/electronic record.

DECISIONS CONTRARY TO PLANNING POLICY

62. In general, planning decisions should be taken in accordance with the relevant Development Plan and any other associated planning policy documents. If a Committee Member proposes, seconds or supports a decision contrary to the local Development Plan they will need to clearly identify and understand the planning reasons for doing so, and clearly demonstrate how these reasons justify departure from the relevant Development Plan. The reasons for any decisions which are made contrary to the relevant Development Plan must be formally recorded in the Minutes and a copy placed on the planning application file/electronic record.

PRE- DETERMINATION HEARINGS

63. The Committee must hold pre-determination hearings for those major developments which have been subject to notification in accordance with Regulation 7 of the Planning (Development Management) Regulations (NI) 2015 (i.e. referred to the Department but returned to the Council for determination) prior to the application being determined.
64. If the Case Officer recommends approval in the circumstances set out within The Planning (Notification of Applications) Direction 2015, the application will be reported to Committee as a minded to approve report. If Committee is minded to agree with the Officer recommendation, the application must be notified to the Department who may decide to 'call in' the application. If the Department do not 'call in' the application, Committee must hold a pre-determination hearing and all those persons who submitted representations to the application should be afforded an opportunity to appear before the Committee, subject to the provisions of this Protocol. No decision is taken at a pre-determination hearing.
65. The Committee may also hold a pre-determination hearing, at its own discretion, where the Committee considers it necessary to do so.
66. A pre-determination hearing will take place after the expiry of the period for making representations on the application but before the Committee meeting which is due to determine the application.
67. After the pre-determination hearing, Officers will prepare a report taking into account the representations made and present that to a subsequent Committee which then proceed to determine the application. In exceptional circumstances the Committee may depart from that procedure and hold the pre-determination meeting and substantive decision making meeting on the same date.

LOCAL DEVELOPMENT PLAN

68. The Local Development Plan will be prepared by the Development Plan Team and considered and agreed by Council's Strategy Policy and Resources Committee in conjunction with the Planning Committee. It will then require approval by resolution of the Council.
69. The Strategy Policy and Resources Committee, in conjunction with the Planning Committee, shall ensure that the Local Development Plan is monitored annually, particularly in terms of the availability of housing and economic development land.
70. The Strategy, Policy and Resources Committee, in conjunction with the Planning Committee, shall review the Local Development Plan every five years.

SITE VISITS

71. Site visits may be arranged subject to Committee agreement. They should normally only be arranged where the impact of the proposed development is difficult to visualise from the plans and other available material and the expected benefit outweighs the delay and additional costs that will be incurred.
72. No one, other than Members of the Committee and Officers plus any other statutory consultees, may participate in a site visit.
73. Committee Members will not carry out their own unaccompanied site visits as there may be issues around permission to access the land, they will not have all of the relevant information from the relevant Planning Officer and, if a Committee Member is seen with an applicant or objector, it might lead to allegations of bias.

74. A nominated Officer shall attend the site visit and will record the date of the visit, attendees and any other relevant information. This record will be placed on the planning application file/electronic record.
75. The Chairperson, or Deputy Chairperson in the Chairperson's absence, with the assistance of Council Officers present, will ensure that the site visit is conducted in accordance with this Protocol and the Code of Conduct for Councillors and will ensure that the merits of the application are not discussed.
76. The Planning Officer will remind Committee Members, at the outset of the site visit, of the proposal and the main issues.

Report to:	Strategic Policy and Resources Committee
Date of Meeting:	16 August 2018
Subject:	Confirmation of diversion of Adders Loanin public right of way , Ballyward
Reporting Officer (Including Job Title):	Lyndsey Moore, Head of Legal Administration
Contact Officer (Including Job Title):	Heather Wilson, Land Management Officer

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

For decision	x	For noting only	
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1.0	Purpose and Background
1.1	<p>Adders Loanin was asserted as a public footpath on the 4th January 1994 by the legacy Banbridge District Council. One of the landowners on the path, Mr Truesdale, has made a request to council that it divert a small section of the path to facilitate the extension of an agricultural shed.</p> <p>As required under the Access to the Countryside (NI) 1983 the Order has been made and all relevant bodies notified of the proposed diversion.</p>
2.0	Key issues
2.1	No objections have been received to the proposed diversion and in order to formalise the process and enable the landowner to carry out the diversion on the ground the Council must now confirm the Order as unopposed.
3.0	Recommendations
3.1	That the Council confirm the Order as unopposed.
4.0	Resource implications
4.1	Costs of advertising the Notice of Confirmation which has been budgeted for and cost of staff time in erecting notices on site.
5.0	Equality and good relations implications
5.1	No equality or good relations implications have been identified.
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered in the making of the Diversion Order.
7.0	Appendices
	None
8.0	Background Documents

Report to:	SP&R Committee
Date of Meeting:	16 August 2018
Subject:	Albert Basin Park Working Group – Update
Reporting Officer (Including Job Title):	Conor Mallon Assistant Director of Estates and Project Management
Contact Officer (Including Job Title):	Conor Mallon Assistant Director of Estates and Project Management

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

For decision	X	For noting only	
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1.0	Purpose and Background
1.1	The purpose of this report is to update members on Albert Basin Park, Working Group meeting held on the 6th June 2018 and the subsequent recommendations of the SPWG meeting on the 26 th June 2018.
2.0	Key issues
2.1	<p>Environmental due diligence</p> <p>The current land contamination reports dated 2006 are now out of date.</p> <p>The Group were advised that further soil, ground water and gas sampling and testing would be required to comply with current Contaminated Land Research (CLR) guidelines.</p> <p>The group considered the advice provided and recommended that an independent opinion was required to advise on whether the existing reports needed updating before they would recommend proceeding with the contamination assessment on the site.</p> <p>In addition the group advised that the delivery of any assessments or surveys on the site would not progress until the group had met with a senior planner to discuss the requirements of the project.</p> <p>Officers presented this recommendation to SPWG and obtained agreement with the approach suggested.</p> <p>Approximate costs for the independent assessment of the 2006 contamination report</p> <p>£5,000</p>

	<p>Geotechnical Site Investigations</p> <p>As above the group agreed that no further assessment or surveys should proceed until the independent assessment of the existing contamination report was completed and the group had met a senior planner.</p> <p>Topographic level / 3D drone survey</p> <p>The group recommended a full topographic survey of the site should proceed. This would provide a digital record of the site and provide detailed information on all features on the site, changes in levels, drainage infrastructure, services, access locations and allow future 3D modelling of the site during the development of options</p> <p>Approximate costs £10,000</p>
3.0	Recommendations
3.1	<p>That the SPWG agreed to a report being taken to SP&R to seek approval for</p> <ul style="list-style-type: none"> the procurement of a specialist to review the current 2006 Contamination report and the procurement of the Topographic and 3D Drone survey.
4.0	Resource implications
4.1	<p>Independent assessment of current reports £5,000</p> <p>Topographic level / 3D Drone survey £10,000</p> <p>This expenditure will be covered by the £85k allowance in the Capital Budget</p>
5.0	Equality and good relations implications
5.1	<p>This report is not subject to an equality impact assessment (with no mitigating measures required)</p>
6.0	Rural Proofing implications
6.1	<p>I confirm due regard to rural needs has been considered, and the proposal has not been subject to a rural needs impact assessment</p>
7.0	Appendices
	None
8.0	Background Documents
	None

Report to:	Strategic Policy & Resources Committee
Date of Meeting:	Thursday 16 th August 2018
Subject:	Albert Basin Task and Finish Working Group Reporting Arrangements
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active and Healthy Communities
Contact Officer (Including Job Title):	Michael Lipsett, Director of Active and Healthy Communities

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>The following Notice of Motion was approved by Council on 2nd October 2017 date:</p> <p>'This Council confirms its commitment to a full, 15-acre community park project on the Albert Basin site in Newry. The Council recognises that the Albert Basin site was given to the people of Newry in 1986 and that a commitment was given at that time to develop it as a recreation and amenity area for the generations of the future. It also recognises the work of community activists in presenting their plans for the park through a petition with over 10,000 signatures.</p> <p>Council commits to delivering a park in parallel with other capital works projects in Newry within the next Council term. The Council shall within 3 months establish a task and finish group reporting to the Capital Projects Working Group, consisting of elected members, community representatives and a dedicated Council officer to establish plans to move the Albert Basin park project forward and investigate funding options'.</p> <p>Subsequent to this, a Task and Finish working group was established, reporting to the Strategic Projects Working Group (SPWG). The SPWG reports to the SP&R Committee.</p>
2.0	Key issues
2.1	<p>Following discussion at the Party Representatives meeting in August 2018, members have requested that consideration is given to changing the reporting arrangements in place to include consideration of the following:</p> <ul style="list-style-type: none"> - The Albert Basin Task and Finish working group reporting directly to Committee, i.e. not to the SPWG - The Albert Basin Task and Finish working group reporting directly to the AHC Committee, given that there is a Council commitment for a park on this site

3.0	Recommendations
3.1	Members give consideration to the identified issues at 2.1 and make any agreed changes to the arrangements currently in place.
4.0	Resource implications
4.1	None
5.0	Equality and good relations implications
5.1	None
6.0	Rural Proofing implications
6.1	None
7.0	Appendices
	None
8.0	Background Documents
	None

NEWRY, MOURNE AND DOWN COMMUNITY PLANNING
STRATEGIC PARTNERSHIP BOARD

**DRAFT Minutes of the Community Planning Strategic Partnership Board
Meeting of Newry, Mourne and Down held in the Boardroom, Tollymore
National Outdoor Centre, Bryansford 19 June 2018 at 2:00pm**

In attendance:

Councillor Mark Murnin, Chairperson, Newry, Mourne & Down District Council
(Board Chairperson)
Louise McMahon, Health and Social Care Board
Eamonn Broderick, 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)
Rosemary Taylor, Public Health Agency (PHA)
Mark Bleakney, Invest NI
Heather McKee, South Eastern Regional College (SERC)
Jerome Burns, Department for Agriculture, Environment & Rural Affairs (DAERA)
Leslie Hamilton, Southern Regional College (SRC)
Adrienne Adair, Libraries NI
Lloyd Crawford, Northern Ireland Fire & Rescue Service (NIFRS)
Alan Curran, Sport NI
Councillor Willie Clarke, Newry Mourne & Down District Council (NMDDC)

Council Officials in attendance:

Liam Hannaway, Chief Executive
Johnny McBride, Assistant Director, Community Planning & Performance
Alan Beggs, Head of Evidence & Research
David Patterson, Head of Community Planning
Lauren McMenamy, Partner Development Officer

Also in attendance:

Dr Johann Gallagher, Ulster University

1. Welcome, Apologies and Chairperson's Remarks

The Chairperson, Councillor M Murnin, welcomed everyone to the Meeting and asked that Partners introduce themselves, as this was his first meeting as the new Chair of Council and the Community Planning Partnership Board.

Apologies were received from Ms Ailbhe Hickey (NIHE), Ms Celia Chambers (DI), Councillor David Hyland (NMDDC) Councillor Harry Harvey (NMDDC), Ms Rosemarie McDonnell (CAB) and Mr Roger Sayers (EA).

The Chairperson thanked the Tollymore National Outdoor Centre for hosting the Meeting.

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

AGREED: On the PROPOSAL of Councillor W Clarke (NMDDC) and SECONDED by Ms N Creagh (DfC) the Minutes of the Community Planning Strategic Partnership Board Meeting held on 30 January 2018 were agreed.

2.1 Matters Arising

The Chair advised the Board that the Preferred Options Paper for the Local Development Plan had now been issued for consultation.

3. Community Plans & links to the Programme for Government

Presentation: An overview of Community Plans & links to the Programme for Government, Dr Johann Gallagher, Ulster University

Dr Gallagher provided the Board with a presentation on Community Plans and the links to the Programme for Government. The following key points were highlighted:

- Evidence that all Community Plans have been aligned with Programme for Government outcomes;
- Widespread use of Outcomes-Based Accountability (OBA) in the development of the Plans;
- Increasing need for the focus to shift to performance accountability;
- More consideration to be given to the use of targeted actions in support of the outcomes; and
- The importance of Partners understanding their specific roles and responsibilities around the delivery of actions.

The following points were raised during the Board's discussions:

- In the absence of a functioning NI Executive, the Community Planning process has moved ahead of the Programme for Government and is now beginning to shape local policy development and strategy implementation. The Local Development Plan was used as an example of this.

- The potential to take-forward some actions is being constrained by the absence of Ministerial decision-making, coupled with budgets are still only produced on an annual basis;
- It was advantageous to show a comparison across the eleven Community Plans; and
- The completion of a public services audit and the mapping of local services was a critical first step to streamline local, sub-regional and regional action plans.

NOTED: An overview of Community Plans & links to the Programme for Government, Dr Johann Gallagher, Ulster University

4. South Eastern Regional College (SERC) Development Plan

Presentation: College Development Plan 2018-19, Ms H McKee (SERC)

Ms H McKee (SERC) provided the Board with a presentation on the SERC College Development Plan. The following key points were considered:

- The importance of education and skills in supporting the achievement of health and wellbeing, as well as economic development outcomes;
- The role of the regional colleges in contributing to the delivery of pillars 2,3 & 4 of the NI Industrial Strategy; and
- A thorough review of the baseline data had identified a number of trends and potential barriers to employment, education and skills development.

The following points were raised during the Board discussions:

- It would be useful for all Partner organisations to provide the Board with an overview of their respective strategic priorities and how they supported the achievement of local Community Planning outcomes;
- There was an increasing need for specific Partners to work together to collectively address some of the barriers to adult education. Young adult mental health and connecting with the most deprived communities were given as examples;
- The importance of support from the CVS in giving confidence or helping with preparing adults for a return to education and / or careers; and
- The role that the District Electoral Area (DEA) fora could perform in supporting addressing some of the barriers to adult education.

NOTED: Presentation, College Development Plans 18/19 Ms H McKee, SERC

AGREED: In response to young adult mental health and resilience, it was agreed to organise a facilitated discussion with the two Health Trusts, SERC, NMDDC and other interested Partners to explore opportunities for greater collaboration.

5. Thematic Delivery Plans Update

Read: Report by Mr D Patterson, Head of Community Planning (NMDDC), regarding an update to Thematic Delivery Plans

Mr D Patterson provided the Board with a summary of progress made in relation to the implementation of the Thematic Delivery Plans. He advised the Board there were a number of actions that could not be delivered in the next financial year or where a lead Partner could not be identified. It was recommended these be removed from the current plans and be considered for inclusion in a future iteration.

He also sought agreement on the production of a newsletter to highlight the progress made by the Board to-date and to raise awareness around Community Planning.

The following progress was highlighted:

- An emotional wellbeing survey being developed across the 11 Partnership Board areas;
- Implementation of the Take 5 Steps to wellbeing programme
- Analysis and production of DEA scorecards, particularly in relation to health inequalities;
- A social housing need action plan being developed in conjunction with the NIHE for each DEA;
- Development of Park & Ride / Park & Share facilities by Translink & DfI;
- The collation of land and property information relating to Partner assets and future investment; and
- A sustainability review of the Community Plan.

Discussion then followed on a number of actions where it was recommended they be removed from the current plans. The Board requested that the issues of healthy eating and a green deal be brought back to the respective Thematic Working Groups for further consideration. A status update to be provided at the next Board meeting.

AGREED: On the PROPOSAL of Mr N McCrickard (CDRCN), SECONDED by Ms M McClements (SH&SCT) it was agreed to accept the recommendations but also to retain those actions for inclusion in future iterations. It was also agreed that the issues of healthy eating and a green deal be re-considered by the relevant Thematic Working Groups. A status update to be provided at the next Board meeting.

6. Draft Monitoring & Reporting Guidance

Read: Update by N Creagh (DfC) Draft Monitoring & Reporting Guidance

Ms Creagh provided the Board with an update on the draft Monitoring & Reporting guidance which had been issued to Community Planning Partners to advise of future reporting requirements. She advised that a statement of progress was due in September – November 2019 and welcomed comments from all Partners in relation to its content. It was also confirmed that DfC would be hosting a seminar on the 4

July 2018 to consider the guidance in more detail and that a final version would be published by October 2018.

In presenting an issues paper on the draft guidance, Mr J McBride (NMD) highlighted a number of concerns, in particular the need for more information concerning the enablers (i.e. data sharing arrangements, supporting systems, defined roles & responsibilities etc.) that would be required to support the new arrangement. He also raised concerns in relation to the potential administrative burden that the new arrangement would create for Partners.

AGREED: On the PROPOSAL of Mrs R Coulter (SEH&SCT) and **SECONDED** by Mr M Bleakney (InvestNI) it was agreed that the issues paper presented, along with the comments made at the Meeting, would form the basis of a Board response to the guidance.

It was also agreed the Board would be represented at the DfC seminar in July by the following Partners:

- (1) Board Chairperson;
- (2) Representative of NMDDC; and
- (3) Representative of SEH&SCT

7. Participatory Budgeting (PB) Works Project

Read: Update by D Patterson, Head of Community Planning (NMDDC) on the Participatory Budgeting (PB) Works Project

Mr Patterson provided the Board with an update on the successful application to PB Works. He confirmed that specific details had not yet been finalised but the intention was to host the events by November 2018. He further added there had been a positive response from Partners and from Elected Members concerning the initiative.

NOTED: Update on Participatory Budgeting (PB) Works Project

8. Newry, Mourne & Down DC Residents' Survey

Read: Newry, Mourne & Down Residents Survey, Mr J McBride, Assistant Director of Community Planning and Performance (NMDDC).

Mr McBride updated the Board on the Council's plans to conduct a residents' survey in September 2018 and highlighted the following points:

- The survey would be of assistance to the Board in validating existing priorities, as well as an opportunity to identify emerging issues;
- The results of the survey would be shared with the Board, once analysed; and
- An invitation was being issued to Partners to include specific questions (in accordance with the four broad categories of the survey).

Mr McBride requested that interested Partners contact him directly concerning their potential participation in the forthcoming survey.

NOTED: Newry, Mourne & Down Residents' Survey

9. Asset Mapping Project Update

Read: Report by Mr A Beggs, Head of Evidence and Research (NMDDC)
Asset Mapping Project update.

Discussion followed on the significance of this project to achieving Community Planning outcomes, specifically in relation to:

- The co-design of new Partner assets;
- Maximising the use of existing Partner assets; and
- Identifying the potential for re-using surplus Partner assets.

It was also noted that Sport NI is currently working with EA to pilot a project on schools estates, and the use of sporting pitches outside school hours. Mr Curran (Sport NI) also highlighted the number of sporting clubs who could potentially increase membership but currently did not have facilities, and that such an exercise to assist with closing this gap.

Mr McBride confirmed that information collected from Partners would be tabled at the next Board Meeting with a view to securing agreement on how to best progress.

NOTED: Asset Mapping Project Update

10. Date / Venue of Next Meeting

The next Meeting of the Community Planning Strategic Partnership Board to be held at **2.00pm** on **Tuesday, 23 October 2018** in **Invest NI offices, Newry** (to be confirmed for suitability)

There being no further business, the Meeting finished at 5.00pm.