



August 10th, 2022

**Notice of Meeting**

You are requested to attend the **Strategy, Policy & Resources Committee 2022-23** to be held on **Thursday, 11th August 2022 at 6:00 pm** in **Mourne Room, Downshire Civic Centre**

**Committee Membership 2022 - 2023**

**Chairperson** - Councillor O Hanlon

**Deputy Chairperson** - Councillor R Howell

Councillor P Byrne

Councillor H Gallagher

Councillor M Gibbons

Councillor G Hanna

Councillor A Lewis

Councillor O Magennis

Councillor A McMurray

Councillor D Murphy

Councillor B Ó Muirí

Councillor M Rice

Councillor G Sharvin

Councillor D Taylor

Councillor J Trainor

# Agenda

## 1.0 Introduction and Apologies

## 2.0 Declarations of Interest

## 3.0 Action Sheet arising from SPR Committee Meeting held on 16 June 2022

 *SPR-Action Sheet arising from 16 June 2022.pdf*

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### *Corporate Planning and Policy*

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## 4.0 Officer report on Notice of Motion – Memorial, Covid Pandemic

 *Officer report on Notice of Motion Memorial Covid Pandemic.pdf*

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## 5.0 New Ireland Working Group Terms of Reference


 *New Ireland Working Group Terms of Reference.pdf*

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 *Appendix I - draft New Ireland Working Group Terms of Reference\_.pdf*

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## 6.0 Newry, Mourne & Down Pioneering the potential of community wealth building

 *NMD Pioneering the potential of community wealth building.pdf*

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 *Appendix I - CLES - DTNI Report NMD Pioneering the potential of community wealth building.pdf*

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### *Corporate Services*

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## 7.0 Draft Publication Scheme V2.4

 *Report re Draft Publication Scheme.pdf*

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 *Draft Publication Scheme V2.4.pdf*

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### *Democratic Services*

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## 8.0 Membership of Party Representatives Forum

 *Membership of Party Representatives Forum.pdf*

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 *Appendix 1 - Party Reps TOR.pdf*

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 <b>Appendix 4 - Party Reps TOR.pdf</b>	<b>Page 110</b>
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***Items deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014***

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## **9.0 Notice of motion regarding Live Streaming**

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

 <b>Notice of motion regarding Live Streaming.pdf</b>	<b>Not included</b>
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## **10.0 Proposed Permissive Path Agreements at Glendesha Forest.**

This item is deemed to be exempt under Paragraph 1(3) 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 this information) and the public may, by resolution, be excluded during this item of business.

 <b>Permissive Path Agreements - Glendesha Forest.pdf</b>	<b>Not included</b>
 <b>Appendix - Glendesha Forest report.jpg</b>	<b>Not included</b>

## **11.0 Theatre Conference - Land Assembly**

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

 <b>SPR August 2022 - Theatre Conf - Land Assembly (amend).pdf</b>	<b>Not included</b>
 <b>Appendix 1 Land Parcels.pdf</b>	<b>Not included</b>
 <b>Appendix 2 Proposed Access.pdf</b>	<b>Not included</b>
 <b>Appendix 3 NIE Site proposal.pdf</b>	<b>Not included</b>

## **12.0 Land ownership and slipway at Delamont Country park**

This item is deemed to be exempt under Paragraph 1(3) 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 this information) and the public may, by resolution, be excluded during this item of business.

 **SPR - 11th August 2022 - Land ownership at Delamont.pdf**

**Not included**

 **Appendix - Land ownership at Delamont.pdf**

**Not included**

## **13.0 Sean Hollywood Arts Centre Transition Plan**

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

 **Sean Hollywood Arts Centre Transition Plan.pdf**

**Not included**

## **14.0 NILGA Annual Payment**

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

 **NILGA Subscription 2022-23.pdf**

**Not included**

 **NILGA Subscription.pdf**

**Not included**

## **15.0 Voluntary Severance**

This item is deemed to be exempt under paragraphs 3 & 4 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 this information) and the public may, by resolution, be excluded during this item of business and information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Council or a government department, and employees or, or office holders under, the Council; and the public may, by resolution, be excluded during this item of business.

CONFIDENTIAL REPORT

### **15.1 Voluntary Severance**

This item is deemed to be exempt under paragraphs 3 & 4 of Part 1 of Schedule 6 of the Local



 *Planning for the Future Tier 3 Voluntary Redundancy Call - SPR August 2022.pdf* **Not included**

 *NMDDC approval for 2022-23.pdf* **Not included**

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***FOR NOTING Items deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014***

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## **16.0 Strategic Finance Working Group Action Sheet - 16 June 2022**

 *SFWG Action Sheet 16.6 2022.pdf* **Not included**

## **17.0 Management Accounts – 2022/23, Quarter 1**

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

 *SPR - Mgt Acs Cover Paper Q1.pdf* **Not included**

 *Appendix 1 - Management Accounts by Director for 30 June 2022.pdf* **Not included**

 *Appendix 2 - Management Accounts by Assistant Director for 30 June 2022.pdf* **Not included**

 *Appendix 3 - Management Accounts by Expense Code for 30 June 2022.pdf* **Not included**

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### ***For Noting***

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## **18.0 Section 75 Policy Screening Report – Quarterly Report for period April – June 2022 & Newry, Mourne and Down District Council Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2021-2022**

 *Statutory reporting - Quarterly Policy Screening Report for period April - June 2022 Annual Report to ECNI.pdf* **Page 115**

 *Appendix I - Quarterly Screening Report April - June 2022.pdf* **Page 118**

 *Appendix II - NMDDC Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2021-2022.pdf* **Page 125**

## **19.0 Officer report on Notice of Motion – Pat Jennings statue**

 *Officer report on Notice of Motion Pat Jennings statue.pdf* **Page 165**

## **20.0 Minutes of Newry City Centre Regeneration Programme Board Meeting held 20th June 2022 & 4 August 2022**

 *Minutes of Newry CCR PB Meeting - 20.06.2022 - approved.pdf*

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 *Minutes of Newry CCR PB Meeting - 04.08.2022.pdf*

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# Invitees

Cllr Terry Andrews

Mr Alan Beggs

Mr Caolain Boyd

Cllr Jim Brennan

Cllr Robert Burgess

Cllr Pete Byrne

Mr Gerard Byrne

Cllr Charlie Casey

Mr Andrew Cassells

Cllr William Clarke

Mrs Linda Cummins

Cllr Dermot Curran

Cllr Laura Devlin

Ms Louise Dillon

Cllr Cadogan Enright

Cllr Aoife Finnegan

Ms Joanne Fleming

Cllr Hugh Gallagher

Cllr Mark Gibbons

Cllr Oonagh Hanlon

Cllr Glyn Hanna

Mrs Catherine Hanvey

Cllr Valerie Harte

Cllr Roisin Howell

Ms Catherine Hughes

Miss Veronica Keegan

Mrs Sheila Kieran

Cllr Mickey Larkin

Cllr David Lee-Surginor

Cllr Alan Lewis

Mr Michael Lipsett

Mrs Regina Mackin

Cllr Oonagh Magennis

Mr Conor Mallon

Cllr Gavin Malone

Colette McAteer

Cllr Declan McAteer

Cllr Leeanne McEvoy

Cllr Harold McKee

Patricia McKeever

Cllr Karen McKevitt

Cllr Andrew McMurray

Catrina Miskelly  
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Mr Colin Moffett  
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Cllr Roisin Mulgrew  
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Cllr Declan Murphy  
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Cllr Barra Ó Muirí  
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Mr Fearghal O'Connor  
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Cllr Gerry O'Hare  
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Cllr Kathryn Owen  
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Mr Andy Patterson  
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Cllr Henry Reilly  
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Cllr Michael Rice  
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Ms Alison Robb  
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Cllr Michael Ruane  
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Cllr Michael Savage  
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Cllr Gareth Sharvin  
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Donna Starkey  
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Cllr Gary Stokes  
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Sarah Taggart  
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Cllr David Taylor  
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Cllr Jarlath Tinnelly  
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Cllr John Trainor  
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Cllr William Walker  
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Mrs Marie Ward  
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<b>ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) – THURSDAY 16 JUNE 2022</b>						
<b>Minute Ref:</b>	<b>Subject</b>	<b>Decision</b>	<b>Lead Officer</b>	<b>Action taken/Progress to date</b>	<b>Remove from Action Sheet Y/N</b>	
SPR/097/2022	Action sheet of the Strategy Policy and Resources Committee Meeting held on 12 May 2022	It was agreed that the action sheet from the Strategy Policy and Resources Committee meeting held on 12 May 2022 be approved.	D Carville	Agreed	Y	
SPR/098/2022	Draft Publication Scheme V2.3	<p>It was agreed that Elected Members approve the draft Publication Scheme and publish the following on the website:</p> <ul style="list-style-type: none"> <li>• Policies and procedures (where applicable) for the provision of services.</li> <li>• Register of Gifts and Hospitality.</li> </ul>	E Cosgrove	Agreed	Y	
SPR/099/2022	Performance Improvement Plan 2022-23	<p>It was agreed that Elected Members approve the following recommendations:</p> <ul style="list-style-type: none"> <li>• The Performance Improvement Plan 2022-23 (including the five performance improvement objectives), Consultation and Engagement Report 2022-23 and Objective Delivery Plans 2022-23</li> <li>• That the Performance Improvement Plan 2022-23 is published before 30 June 2022, ahead of full Council ratification, in order to meet the statutory deadline.</li> </ul>	D Carville	Approved	Y	

SPR/100/2022	Directorate Business Plans	It was agreed that Elected Members approve the following recommendations: <ul style="list-style-type: none"> <li>Assessment of the Chief Executive's Business Plan and Corporate Services Directorate Business Plan 2021-22.</li> <li>Chief Executive's Business Plan and Corporate Services Directorate Business Plan 2022-23.</li> </ul>	M Ward	Approved	Y
<b>ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014</b>					
SPR/101/2022	Proposed renewal of lease of lands at Kilmorey Street, Newry	It was agreed to renew the lease from the Department of Infrastructure in respect of the lands outlined in green on the map attached to the officer's report for a further term of 5 years commencing on 1st April 2022, subject to a peppercorn rent.	F O'Connor	Agreed	Y
SPR/102/2022	Proposed sale of lands at Tyrella, Downpatrick	It was agreed that Elected Members approve the following recommendations: <ul style="list-style-type: none"> <li>That the lands marked C on Map 1 are transferred to the neighbouring landowner identified in the officer's report for nil consideration in light of his exclusive occupation of the lands for more than 12 years subject to Departmental Consent.</li> <li>That the area shown shaded green on Map 1 are sold to the neighbouring landowner identified in the officer's report for the value determined by Council's valuer.</li> </ul>	F O'Connor	Agreed	Y

SPR/103/2022	Agile Working Policy	It was agreed that Elected Members approve the adoption of the Agile Working Policy as per the officer's report.	E Devlin	Approved	Y
SPR/104/2022	Ill Health Retirement Policy	It was agreed that Elected Members approve the introduction of a new Ill Health Retirement Policy.	C Miskelly	Approved	Y
SPR/105/2022	Special Leave Provisions	It was agreed that Elected Members approve the introduction of the Special Leave Provisions Policy.	C Miskelly	Approved	Y
SPR/106/2022	BRCD and Complementary Fund Resources	It was agreed that Elected Members approve the appointment of 2Nr Project Managers as permanent staff to support the work of the Programme boards to deliver the BRCD projects identified in the report.	D Carville	Approved	Y
SPR/107/2022	Civic Regional Hub – RIBA Stage 2 Report.	<p>It was agreed that Elected Members note the contents of the report and approve the following recommendations;</p> <ul style="list-style-type: none"> <li>• Council accepts the Stage 2 report as presented for the Civic &amp; Regional Hub and public realm, and Council progresses to RIBA Stage 3 - Spatial Co-ordination;</li> <li>• Council proceeds with the procurement for an Integrated Supply Team (IST);</li> <li>• That the Pre-Application Notice (PAN) is concluded and Council proceeds with the submission of the full planning application.</li> </ul>	C Mallon	Noted	Y



FOR NOTING –						
This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014						
SPR/108/2022	Strategic Finance Working Group Action Sheet held on 16 May 2022	Strategic Finance Working Group Action Sheet held on 16 May 2022	D Carville	Agreed		Y
SPR/109/2022	Year End Management Accounts – 2021/22	It was agreed that Elected Members note the Year End Management Accounts 2021/22.	G Byrne/ D Carville	Agreed		Y
FOR NOTING						
SPR/110/2022	Friends of The Somme – Yearly Subscription	It was agreed that Elected Members note the correspondence received, and approval given for Councillors Lewis and Hanna to attend the Somme Commemorations from 30 <sup>th</sup> June – 2 <sup>nd</sup> July 2022.	Democratic Services	Agreed		Y
SPR/111/2022	Newry Mourne and Down District Council's Annual Fair Employment Monitoring Return – 2 January 2021 – 1 January 2022	It was agreed that Elected Members note the correspondence received.	C Miskelly	Agreed		Y



SPR/112/2022	Sickness Absence	<p>It was agreed that Elected Members note the contents of the report and also note the following measures in relation to sickness absence.</p> <ul style="list-style-type: none"> <li>• ASM have provided satisfactory assurance in relation to the Managing Attendance Procedure and the controls in place to manage sickness absence.</li> <li>• Absence data is analysed and reported on a quarterly basis to both the Senior and Corporate Management Teams to identify opportunities for targeted interventions.</li> <li>• Sickness Absence forms part of the Corporate Risk Register and performance monitored on the Corporate Dashboard.</li> </ul>	C Miskelly	Noted	Y
SPR/113/2022	Minutes of Newry City Centre Regeneration Programme Board Meeting held on 13 June 2022.	<p>It was agreed to note the minutes of Newry City Centre Regeneration Programme Board Meeting held on 13 June 2022.</p>	C Mallon	Noted	Y

END

<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	11 August 2022
<b>Subject:</b>	Officer report on Notice of Motion – Memorial, Covid Pandemic
<b>Reporting Officer (Including Job Title):</b>	Colin Moffett, Head of Corporate Policy
<b>Contact Officer (Including Job Title):</b>	Colin Moffett, Head of Corporate Policy Suzanne Rice, Corporate Policy and Equality Officer

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

<b>For decision</b>	<b>X</b>	<b>For noting only</b>	
<b>1.0</b>	<b>Purpose and Background</b>		
1.1	<p>The following Notice of Motion in the name of Councillor Lewis was tabled for consideration at Council Meeting on 4 October 2021:</p> <p><u>C/204/2021 Notice of Motion – Memorial, Covid Pandemic</u></p> <p><i>"This Council notes the serious impact that the Coronavirus pandemic has had on Northern Ireland. We recognise that many families have lost loved ones and note that death figures continue to rise. We wish to also acknowledge the sacrifice of service from our health service families along with those from across our voluntary and communities sector, who helped their communities at the time that they were at their most vulnerable.</i></p> <p><i>The Council will seek to commission a memorial to be placed within the grounds of Downshire Civic Centre to mark the pandemic, collective loss and sacrifice of healthcare staff including those from the public, private and voluntary sector.</i></p> <p><i>We also note and support the call of Health Minister Robin Swann to establish a Northern Ireland wide memorial."</i></p> <p>Agreed: The Motion was referred to the Equality and Good Relations Forum in accordance with Standing Order 16.1.6</p>		
1.2	<p>The Motion was discussed at the Councillors' Equality and Good Relations Reference Group on 17 June 2022.</p> <p>Following discussion of particular approaches such as a plaque, bench, tree and/or service, the consensus of those Elected Members present was that the planting of a tree within the grounds of the Downshire Civic Centre and an accompanying interpretive / information panel be an appropriate means to acknowledge the impact of the pandemic.</p>		
	<b>Key issues</b>		
2.1	To identify a suitable site within the grounds of the Downshire Civic Centre.		
<b>3.0</b>	<b>Recommendations</b>		

3.1	It is recommended that Council give consideration and agree to the planting of a tree within the grounds of the Downshire Civic Centre and an accompanying interpretive / information panel be an appropriate means to acknowledge the impact of the pandemic.
<b>4.0</b>	<b>Resource implications</b>
4.1	Costs related to sourcing tree and interpretive / panel.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service

	<div>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></div> <div>If yes, please complete the following:</div> <div>Rural Needs Impact Assessment completed <input type="checkbox"/></div>
7.0	Appendices
	N/A
8.0	Background Documents
	N/A

<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	11 August 2022
<b>Subject:</b>	New Ireland Working Group Terms of Reference
<b>Reporting Officer (Including Job Title):</b>	Colin Moffett, Head of Corporate Policy
<b>Contact Officer (Including Job Title):</b>	Colin Moffett, Head of Corporate Policy Suzanne Rice, Corporate Policy and Equality Officer

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

<b>For decision</b>	<b>X</b>	<b>For noting only</b>	
<b>1.0</b>	<b>Purpose and Background</b>		
1.1	<p>At the Strategy, Policy and Resources Committee meeting on 16 March 2022, approved at the Council meeting 4 April 2022, a Notice of Motion regarding an Irish Unity Working Group (SPR/039/2022) in the name of Councillor Ó Muirí was tabled for consideration.</p> <p>It was agreed on the proposal of Councillor Ó Muirí, seconded by Councillor Howell that this Council recognises that discussions about a constitutional change are now well underway and that Newry, Mourne and Down District Council have a duty to consult with its ratepayers on this important issue and the implications for the Council area and the wider border corridor. Therefore, this motion calls on the Council to establish a New Ireland Working Group and to begin a consultation with other Councils, ratepayers and community and business representatives to assess views on the issues related to constitutional change.</p>		
1.2	<p>A draft New Ireland Working Group Terms of Reference was considered and discussed at the Councillors' Equality and Good Relations Reference Group on 17 June 2022.</p> <p>Following discussion, it was agreed the terms of reference be updated as follows:</p> <ul style="list-style-type: none"> <li>• The scope and purpose to include production of a report and recommendations.</li> <li>• A schedule of meetings be established.</li> <li>• The New Ireland Working Group should also play a role in supporting people of different constitutional backgrounds.</li> </ul>		
	<b>Key issues</b>		
2.1	It should be noted that no budget has been agreed in relation to the implementation of the working group.		
<b>3.0</b>	<b>Recommendations</b>		
3.1	It is recommended that Council give consideration and agree to the draft New Ireland Working Group Terms of Reference.		
<b>4.0</b>	<b>Resource implications</b>		
4.1	No budget had been agreed in relation to the implementation of the working group.		

<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input checked="" type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>

7.0	<b>Appendices</b>
	Appendix I: Draft New Ireland Working Group Terms of Reference
8.0	<b>Background Documents</b>
	N/A



## ***New Ireland Working Group Terms of Reference***

### **1. Background:**

Following consideration of a Notice of Motion at the 16 March 2022 Strategy, Policy and Resources Committee meeting, ratified at the 4 April 2022 Council meeting, it was agreed that Council recognised that discussions about constitutional change are now well underway and that Newry, Mourne and Down District Council have a duty to consult with its ratepayers on this important issue and the implications for the Council area and the wider border corridor.

It was agreed to establish a New Ireland Working Group to begin a consultation with other Councils, ratepayers and community and business representatives to assess views on the issues related to constitutional change.

### **2. Scope and purpose:**

The purpose of the New Ireland Working Group will be to inform and oversee engagement and consultation to establish the views of ratepayers and community and business representatives, in the Council area, on issues related to constitutional change and the implications for the Council area.

It should be noted the actions undertaken in relation to the Notice of Motion do not presuppose a corporate position, support or endorse an outcome in relation to constitutional change.

The New Ireland Working Group will play a role in:

- Identifying relevant sources of information / stakeholders to establish issues related to constitutional change which will inform an analysis on broad economic, environmental, cultural and social impacts;
- Engaging with political representatives, where appropriate and relevant, on a national, regional, sub regional and cross border basis;
- Supporting people of different constitutional backgrounds;
- Agreeing the design of a consultation process;
- Engaging, as necessary, with representative groups and other stakeholders;
- Establishing implications for the Council area and the wider border corridor.



- Production of a report and recommendations.

As required, external stakeholders may be invited to participate, present or contribute to meetings.

### **3. Membership:**

The New Ireland Working Group is open to all Elected Members of Newry, Mourne and Down District Council.

### **4. Chairperson:**

The meeting will select a Chair from those present.

### **5. Meetings:**

The New Ireland Working Group does not have decision making powers, it makes recommendations only.

Recommendations arising will be tabled at the Council's Strategy, Policy and Resources Committee for consideration.

It does not operate to any quorum and meetings proceed regardless of numbers in attendance.

Meetings will be convened by the Chief Executive on a quarterly basis or as required.

### **6. Officers:**

Chief Executive, Director of Corporate Services, Head of Corporate Policy and Corporate Policy and Equality Officer.

### **7. Press:**

Not open to the press.

### **8. Public:**

Not open to the public.

<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	11 August 2022
<b>Subject:</b>	Newry, Mourne & Down Pioneering the potential of community wealth building
<b>Reporting Officer:</b>	Colin Moffett, Head of Corporate Policy
<b>Contact Officers:</b>	Alan Beggs, Head of Evidence and Research Colin Moffett, Head of Corporate Policy

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

<b>For decision</b>	<b>X</b>	<b>For noting only</b>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p>At the SPR meeting 14 October 2021, ratified at Council meeting 1 November 2021, Council agreed to proceed with Development Trusts NI's proposal - Pioneering the potential of Community Wealth Building in Newry, Mourne and Down.</p> <p><b>Community Wealth Building</b> is an approach to the way that economies function, retaining more wealth and opportunity for the benefit of local people.</p> <p><b>Social Value</b> refers to the wider financial and non-financial impacts on the wellbeing of individuals, communities and the environment. Themes include increasing secure employment and skills; building ethical and resilient supply chains; delivering zero carbon; and promoting wellbeing.</p> <p>The proposal is a practical first step for Newry, Mourne and Down District Council to assess its activities and begin exploring the issue of social value by applying the principles of Community Wealth Building (CWB).</p> <p>The three key steps of the diagnostic process, facilitated and managed by DTNI &amp; the Centre for Local Economic Strategies (CLES) was as follows:</p> <ol style="list-style-type: none"> <li>1. <b>Desk review audit of existing policies strategies and approaches</b> - brief economic analysis to understand the key strengths, weaknesses and challenges facing the local economy followed by a document desk review</li> <li>2. <b>Interviews with key relevant senior officers and councillors</b> - series of semi-structured interviews, group interviews and/or focus groups to analyse their capacity for elements of community wealth building.</li> <li>3. <b>Production of a CWB Action Plan</b> - write a short report that will be action focussed with recommendations as to how the Council can work differently and together with other partners on CWB</li> </ol> <p>A final action plan is to be drafted for consideration by Council.</p>

1.2	<p>The Report NMD Pioneering the potential of community wealth building (Appendix I) is attached for consideration. Section 3 (pages 14-25) of the draft report sets out five recommendations for consideration.</p> <p>The draft report was considered for feedback and comment at both the Senior Management Team (SMT) and Corporate Management Team (CMT) at meetings on 4 May 2022 and 7 July 2022 respectively.</p> <p>It should be noted that each recommendation has <b>strategic implications for specific Directorates</b> including the areas of:</p> <ul style="list-style-type: none"> <li>• <b>Corporate Planning,</b></li> <li>• <b>Procurement</b></li> <li>• <b>Asset Management</b></li> <li>• <b>Recruitment</b></li> <li>• <b>Labour Market / Job Creation</b></li> <li>• <b>Community Planning</b></li> <li>• <b>Evidence &amp; Research</b></li> <li>• <b>Monitoring</b></li> </ul> <p>as follows:</p> <table border="1"> <thead> <tr> <th>Recommendation</th><th>Directorate</th></tr> </thead> <tbody> <tr> <td> <b>1. Adopt community wealth building as a key strategic approach within the Council's corporate plan and approach</b> <ul style="list-style-type: none"> <li>a) Use community wealth building to help provide an overarching framework or plan for social value outcomes.</li> <li>b) Embed community wealth building internally via dedicated officer oversight</li> <li>c) Embed community wealth building within the refresh of the community plan</li> </ul> </td><td>                     Enterprise, Regeneration &amp; Tourism                       Corporate Services                       Active &amp; Healthy Communities                 </td></tr> <tr> <td> <b>2. Create a policy and framework to embed social value across procurement and commissioning for Newry Mourne and Down</b> <ul style="list-style-type: none"> <li>a) Train commissioners to consider social value when are designing goods and services ahead of tendering</li> <li>b) Undertake supplier events to make local businesses aware of upcoming procurement opportunities, such as meet the market events;</li> <li>c) Include social value questions and quantitative/qualitative evaluation as part of the tender / decision making process;</li> <li>d) Monitor outputs, outcomes and impacts during the delivery stage of contracts, and striving to continually reviewing the process.</li> </ul> </td><td>                     Corporate Services                       Corporate Services                       Corporate Services                       Corporate Services                 </td></tr> </tbody> </table>	Recommendation	Directorate	<b>1. Adopt community wealth building as a key strategic approach within the Council's corporate plan and approach</b> <ul style="list-style-type: none"> <li>a) Use community wealth building to help provide an overarching framework or plan for social value outcomes.</li> <li>b) Embed community wealth building internally via dedicated officer oversight</li> <li>c) Embed community wealth building within the refresh of the community plan</li> </ul>	Enterprise, Regeneration & Tourism  Corporate Services  Active & Healthy Communities	<b>2. Create a policy and framework to embed social value across procurement and commissioning for Newry Mourne and Down</b> <ul style="list-style-type: none"> <li>a) Train commissioners to consider social value when are designing goods and services ahead of tendering</li> <li>b) Undertake supplier events to make local businesses aware of upcoming procurement opportunities, such as meet the market events;</li> <li>c) Include social value questions and quantitative/qualitative evaluation as part of the tender / decision making process;</li> <li>d) Monitor outputs, outcomes and impacts during the delivery stage of contracts, and striving to continually reviewing the process.</li> </ul>	Corporate Services  Corporate Services  Corporate Services  Corporate Services
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	<p><b>3. Build on the existing collaborative work to generate new opportunities for anchor institutions to use their combined economic and social heft to deliver benefits for everyone in NMD</b></p> <p>a) Review asset mapping and transfer/lease process as part of a wider CWB-framed approach to regeneration</p>	Corporate Services - Estates
	<p><b>4. Target areas of deprivation for skills development and jobs</b></p> <p>a) Work with Community Planning partners to explore opportunities for unemployed people in the district</p> <p>b) Increase the number of people from the area's most disadvantaged communities who are employed by the council</p>	<p>Enterprise, Regeneration &amp; Tourism / Corporate Services / Active &amp; Healthy Communities</p> <p>Enterprise, Regeneration &amp; Tourism / Corporate Services</p>
	<p><b>5. Develop community wealth building research and evaluation</b></p>	TBC - dependent upon structure further to implementation of Planning for the Future Active & Healthy Communities / Chief Executive Department
<b>2.0</b>	<b>Key issues</b>	
2.1	<p>As noted, each recommendation has strategic implications for specific Council Directorates, and the draft report and recommendations was considered for feedback and comment at both the Senior Management Team (SMT) and Corporate Management Team (CMT) at meetings on 4 May 2022 and 7 July 2022 respectively.</p> <p>Following the Strategy, Policy and Resources Committee's approval of the Report, it is proposed that an action plan, taking account of the report's recommendations, be developed by Officers for consideration by Council.</p>	
2.2	<p>The report should be also considered within the context of the following two notices of motion:</p> <p><u>SPR/146/2020 Notice of Motion – Social Value Strategy</u></p> <p><i>"This Council agrees to develop a social value strategy to further social, environmental and economic goals of Newry Mourne and Down Council. As far as permissible by Law, this Council should increase the value of social impact clauses at the pre-procurement stage</i></p>	



*and to include them within the award criteria. Contracts should be informed by a social needs assessment with consideration given to how social clauses can help address those needs. Assessments should be conducted with key stakeholders, including members of the public, as appropriate. The social value strategy should promote more creative use of social clauses to deliver positive social benefits. Council officials should set up monitoring and evaluation frameworks for the delivery of social clauses at the start of the contract and these should be included in the tender documents. The social value strategy should be outcome based and used to tackle poverty, particularly within areas of multiple deprivation. Tackling zero hour contracts and encouraging living wage employment should be central to the strategy and should include but not be limited to our own council and its workforce".*

Agreed: It was agreed on the proposal of Councillor Hanlon, seconded by Councillor Brown, that Members agree to explore the development of a social value strategy, and that Officers research this further and bring proposals and implications back to Elected Members for consideration.

#### C/205/2021 Notice of Motion – Community Wealth Building

*"That this Council recognises the economic disruption caused to communities across the District caused by the COVID-19 public health emergency, periods of economic recession, and Tory austerity; Further recognises long-standing economic problems in the District, including inequality, low-paid employment, poor rates of socially effective investment, deprivation, and unsustainable levels of carbon emissions and ecological damage; Acknowledges that local economic models which prioritise wealth extraction and profit maximisation over community wellbeing have unacceptable consequences for workers and communities; Acknowledges the success of CWB as a community-oriented strategy of economic development focused on securing well-paid employment, deploying local finance to the benefit of the community, greater community control and more strategic use of land and property, nurturing economic democracy and cooperative enterprises, and making best use of local anchor institutions to locally procure goods and services and provide decent employment."*

Agreed: It was agreed on the proposal of Councillor Hanlon, seconded by Councillor Ó Muirí that this Council:

Recognises the economic disruption caused to communities across the District caused by the COVID-19 public health emergency, periods of economic recession, and Tory austerity;

Further recognises long-standing economic problems in the District, including inequality, low-paid employment, poor rates of socially effective investment, deprivation, and unsustainable levels of carbon emissions and ecological damage;

Acknowledges that local economic models which prioritise wealth extraction and profit maximisation over community wellbeing have unacceptable consequences for workers and communities;

Acknowledges the success of CWB as a community-oriented strategy of economic development focused on securing well-paid employment, deploying local finance to the benefit of the community, greater community control and more strategic use of land and property, nurturing economic democracy and cooperative enterprises, and making best

	<p>use of local anchor institutions to locally procure goods and services and provide decent employment.</p> <p>That a Working Group be created to oversee our progress and to ensure that Councillors are stakeholders who are centrally involved in the process and that council hosts a conference on community wealth building which can inform the work of the working group and invites leading experts in the field including but not limited to Cleveland and Preston.</p>
2.3	<p>The CLES / DTNI Report and its associated recommendations complements, addresses and meaningfully progresses what was agreed in respect of the two notices of motion.</p> <p>In addition, it should be noted the Social Value Strategy notice of motion (SPR/146/2020) has effectively been superseded by the decision of Council to proceed with DTNI's proposal - Pioneering the potential of Community Wealth Building in Newry, Mourne and Down. As noted, the diagnostic process undertaken by CLES is a practical first step for Council to assess its activities and begin exploring the issue of social value by applying the principles of Community Wealth Building.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>1. Members are asked to approve the CLES / DTNI Report – Newry, Mourne and Down Pioneering the potential of community wealth building.</p> <p>2. Further to approval, Officers to consider the report's recommendations and associated actions and develop an action plan for consideration by Council.</p>
<b>4.0</b>	<b>Resource implications</b>
4.1	TBC – dependent upon future action plan recommendations.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>

5.3	<p><b>Proposal initiating consultation</b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input checked="" type="checkbox"/></p>
7.0	<b>Appendices</b>
	Appendix I: CLES / DTNI Report – Newry, Mourne and Down Pioneering the potential of community wealth building
8.0	<b>Background Documents</b>

# Newry, Mourne and Down

Pioneering the potential of community wealth building





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# 1. Executive Summary

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CLES have developed this report, in partnership with DTNI to provide Newry, Mourne and Down District Council with an assessment of the Council's potential to develop and deliver community wealth building in the short and longer term.

This report has been developed by a desk analysis of Council strategy and policy and supplemented by interviews with a range of internal and external stakeholders. This research has then been used to help produce a series of findings and recommendations, drawing on CLES' experience of community wealth building elsewhere in the UK.

Community wealth building provides a progressive, people centred approach to developing economic strategy. The objective is to create a more inclusive economy where wealth circulates effectively to help support people, place and planet.

The Newry Mourne and Down District Council area benefits from a strategic location on the North / South economic corridor and Eastern Seaboard, relatively high rates of employment and strong tourism assets, including three Areas of Outstanding Natural Beauty<sup>1</sup> and two Marine Conservation Zones<sup>2</sup>. The district also faces significant economic and social challenges. Parts of the district that have high rates of social and economic deprivation, and the concentrated sectoral makeup of the district has meant the dual impacts of Brexit and the Covid-19 pandemic has created a high degree of uncertainty and concern around the long-term viability of business activity, particularly SMEs, upon which the local economy is highly dependent.

Newry Mourne and Down District Council is a significant economic actor in the local economy whether through its workforce of 1,000 employees, spending power of £58m, or its land/asset footprint. Despite the challenging economic context, this economic footprint provides the Council with multiple opportunities to influence and shape the local economy in a direct way which will both support post pandemic recovery and offer solutions to the current cost of living crisis.

CLES has developed the following recommendations to support the Council's interest in community wealth building, and ultimately to help improve the local economy for everyone in the area:

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<sup>1</sup> Ring of Gullion, The Mourne, Strangford and Lecale.

<sup>2</sup> Strangford Lough and Carlingford Lough.

## Recommendations:

1. **Adopt community wealth building as a key strategic approach within the Council's corporate plan and approach**
  - a) Use community wealth building to help provide an overarching framework or plan for social value outcomes.
  - b) Embed community wealth building internally via dedicated officer oversight
  - c) Embed community wealth building within the refresh of the community plan
2. **Create a policy and framework to embed social value across procurement and commissioning for Newry Mourne and Down**
  - a) Train commissioners to consider social value when are designing goods and services ahead of tendering
  - b) Undertake supplier events to make local businesses aware of upcoming procurement opportunities, such as meet the market events;
  - c) Include social value questions and quantitative/qualitative evaluation as part of the tender / decision making process;
  - d) Monitor outputs, outcomes and impacts during the delivery stage of contracts, and striving to continually reviewing the process.
3. **Build on the existing collaborative work to generate new opportunities for anchor institutions to use their combined economic and social heft to deliver benefits for everyone in NMD**
  - a) Review asset mapping and transfer/lease process as part of a wider CWB-framed approach to regeneration
4. **Target areas of deprivation for skills development and jobs**
  - a) Work with Community Planning partners to explore opportunities for unemployed people in the district
  - b) Increase the number of people from the area's most disadvantaged communities who are employed by the council
5. **Develop community wealth building research and evaluation**



## 2. Introduction and Context

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CLES have developed this report, in partnership with DTNI to provide Newry, Mourne and Down District Council (NMD) with an assessment of the Council's potential to develop and deliver community wealth building in the short and longer term.

This chapter describes the economic and social context for community wealth building in the NMD Area including the challenges and opportunities which have prompted the Council to consider the potential of a community wealth building approach. The Chapter also includes an overview of community wealth building as a strategic concept.

### About this report

This report has been informed by a desk-based analysis of council strategies and policy documents, a series of semi structured interviews with a range of key stakeholders both internal and external. A list of stakeholders consulted and the interview proforma is provided in Appendix 1.

### An overview of Newry Mourne and Down

NMD is located in the Southeast of Northern Ireland and has a population of 180,182.<sup>3</sup> Following the Reorganisation of Local Government in Northern Ireland, Newry, Mourne and Down Council was established on the 1st April 2015 replacing Down District and Newry and Mourne District Councils.

NMD is characterised by a diverse, polycentric geography with one city (Newry, population 27,025) and a number of towns including Warrenpoint (8732) Newcastle (7672) Kilkeel (6541) Downpatrick (6437) Ballynahinch (5582) Ballynahinch (2950)<sup>4</sup>. The area includes more than 100 miles of coastline, the highest mountains in Northern Ireland and a border with the Republic of Ireland. The area has a relatively young population with 52% of the population aged between 0 and 39 compared with 51% in Northern Ireland and 22.5% aged 0-15 compared with 20.8% in Northern Ireland. Subsequently, the rate of population growth between 2010 and 2020 was 6.2% compared with 5% overall in Northern Ireland.

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<sup>3</sup> NISRA (2018)

<sup>4</sup> NISRA based on Census figures 2011

## Economic and social Context

Like many parts of the UK, NMD faces significant economic and social challenges in the context of post pandemic recovery, climate change and the cost-of-living crisis. However, NMD also has a number of place specific challenges which have important implications for its economy both now and in the future. Whilst the District has seen a high level of private sector employment over recent years<sup>5</sup>, primarily within service sectors<sup>6</sup>, and the Northern Ireland Executive has now officially removed all formal covid restrictions, there are still multiple sources of uncertainty for businesses, which are spread out across NMD's diverse economic geography. 99.9% of businesses in NMD are SMEs, the remainder comprising 15 large businesses with more than 250 employees<sup>7</sup>. The wider economic uncertainty can present particular risks for SME and across the UK. 82% of SMEs have reported high levels of concern about the impact of the pandemic on their long-term viability<sup>8</sup>. The pandemic in combination with continued uncertainty over trading conditions in the context of Brexit has meant Northern Ireland has experienced the biggest increase in the number of companies experiencing 'significant financial distress' over the last year relative to any other region of the UK<sup>9</sup>. Ensuring that these businesses continue to thrive and grow is a key priority for NMD council and emerged as a recurring theme of discussion in our interviews with both internal and external stakeholders.

Out of the 11 local councils in Northern Ireland, Newry Mourne and Down already has the third highest percentage level of Super Output Areas within the top 100 most deprived areas within the country.<sup>10</sup> Recent analysis show that NMD has a poverty rate of 21%<sup>11</sup>, the second highest rate in Northern Ireland. Along with Belfast, and Derry and Strabane, NMD also has the highest rate of child poverty (26%) in Northern Ireland<sup>12</sup>.

There has been considerable investment in supporting the regeneration of communities in NMD in recent years including Neighborhood Renewal, supported by the Department of Communities and £4.7m of European Peace IV funding. There is a good deal of uncertainty about the future funding context for regeneration, particularly as details of the UK Government's Shared Prosperity Fund are still unclear. A significant opportunity for the NMD area is the recently announced Belfast City Region Deal (BCRD)<sup>13</sup> which will deliver £131.4m to NMD to

<sup>5</sup> Inter Departmental Business Register (2018) Business Demography

<sup>6</sup> 78% of employee jobs being within the services sectors. Reference: ONS (2016 & 2018) Northern Ireland Business Register and Employment Survey (BRES)

<sup>7</sup> NISRA (2019) Public Area Report

<sup>8</sup> OECD (2020) Coronavirus (COVID-19): SME policy responses

<sup>9</sup> Business Live (2021) 'Covid and Brexit leave more Northern Ireland companies struggling for survival' [\[Reference\]](#)

<sup>10</sup> Ibid.

<sup>11</sup> Households Below Average Income Northern Ireland 2019/20, NISRA quoted in JRF (2022) <https://www.jrf.org.uk/report/poverty-northern-ireland-2022>

<sup>12</sup> Ibid

<sup>13</sup> <https://www.newrymournedown.org/belfast-region-city-deal>



support a range of projects including tourism initiatives in the Mournes and a regeneration programme in the city of Newry. In addition, the NMD Labour Market Partnerships<sup>14</sup> initiative will provided the area with additional capacity and the opportunity to bring key anchor institutions together to explore how they work together to address the area's longer term skills and employment challenges. Community wealth building provides an opportunity to prioritize social and community value from some of these future investment opportunities.

Due to the sectoral make up of NMD economy, NMD Council had the highest take up rate of furlough within Northern Ireland, at 10% of eligible employments<sup>15</sup>. Whilst the number of people claiming benefits principally for the reason of being unemployed decreased within the District between 2014 to 2018<sup>16</sup>, data released in June 2021 showed around 6%<sup>17</sup> of the working age population of the District were claiming unemployment benefits, a significant increase from pre-pandemic levels. Historically, NMD has had higher than average levels of economic inactivity and across Northern Ireland, economic inactivity has risen sharply in recent years so that it now has the highest rate of inactivity in the UK.<sup>18</sup>

Given the challenging economic and social context, there is a need to explore all the opportunities to intervene in order to secure better and fairer outcomes longer term. One of the most immediate ways in which the Council can do this is through its economic role as an anchor institution. An Anchor Institution has an important presence in a place, usually through a combination of being a large-scale employer, a large purchaser of goods and services in the locality and/or controlling large areas of land and assets. Anchor institutions like the Council are tied to the area because of their mission, history, assets and local relationships.

As an anchor institution, the Council is a significant investor with an annual budget for £58m (making it the 3rd largest council in Northern Ireland): an employer of over 1,000 people; an owner and manager of land and assets, and a regulator of land and businesses such as via environmental health and planning policy. It has a large and significant purchasing power through the goods and services it buys, including from local businesses and social enterprises, and thus has an opportunity to make and shape markets and innovation. It is also a deal maker, negotiating support for the area through, for example, the Belfast City Region Deal. It provides a strong place offer for business and tourism, and is an area which connects people, businesses and communities via rail, air, sea and road across the border and wider UK.

In this context and facing the challenges of recovery from the pandemic the council is seizing the opportunity to change course. In asking CLES to work with them to

<sup>14</sup> <https://www.communities-ni.gov.uk/news/hargey-launches-innovative-employment-scheme>

<sup>15</sup> ONS (2021) Coronavirus job retention scheme statistics 1 July 2021 [\[reference\]](#)

<sup>16</sup> NISRA (2018) Claimant Count Annual Averages - Experimental (administrative geographies)

<sup>17</sup> Based on 5,540 people claiming unemployment benefits [\[reference\]](#) and 111,573 total working age population [\[reference\]](#)

<sup>18</sup> <https://www.finance-ni.gov.uk/publications/northern-ireland-draft-budget-2022-25>

explore how community wealth building ideas could be applied locally, the council has the potential to shape a new approach to economic development tailored to and delivering for the needs and assets of NMD.

## What is community wealth building?

Broadly, the current economic growth model is failing many locations and communities,<sup>19</sup> and those same communities have suffered the most from the Covid-19 pandemic.<sup>20</sup> As Northern Ireland entered the pandemic, nearly one-in-five people lived in poverty, including over 100,000 children<sup>21</sup>. With 1 in 14 households in food insecurity<sup>22</sup>, the recent spike in energy prices, and wider inflation these figures are almost certain to worsen.

These problems are not caused by a lack of wealth, but rather where wealth is going, who owns it and who benefits from it. Fuelling this inequality is the fact that the benefits of growth are often too readily extracted, but not necessarily in the interests of the people who could benefit most. At a local level, the prevailing model of economic development has often failed to engage with questions of wealth distribution, focusing instead on economic growth (as measured by GVA.<sup>23</sup>) based on the assumption that the benefits will 'trickle down' – a rising tide will lift all boats. However, it is clear that there is no automaticity about the benefits of growth being equally shared – state intervention is required to ensure that the way in which the economy is developed, builds in a fairer pre-distribution mechanism from the start in order to secure greater inclusion for all.

One way to do this is through community wealth building which has emerged as a new and progressive strategic approach to local economic development. Emerging first in the USA and taken forward by CLES in partnership with a range of local councils and public sector organisations, community wealth building is a fundamental driver of a wellbeing economy. Community wealth building aims to create a more inclusive economy where wealth circulates within a place, delivering benefits for people, place and planet. Wealth is not simply created and extracted but used to support better lives for people. In this, community wealth building seeks to hotwire social, economic and ecological priorities into the economy, generating what is commonly referred to as social value.<sup>24</sup>

Community wealth building has a particular focus on the activities of anchor institutions. These anchor institutions are large public, and social sector

<sup>19</sup> H Power and TL Goodwin (2021). Community wealth building: a history. CLES. [Link](#).

<sup>20</sup> M Stafford and S Deeny (2020). Inequalities and death involving Covid-19. The Health Foundation. [Link](#).

<sup>21</sup> Joseph Rowntree Foundation (2022) Poverty in Northern Ireland 2022 [Link](#).

<sup>22</sup> *ibid*

<sup>23</sup> CLES (2021). Devolve, redirect, democratise: The future of local economic development in the UK. [Link](#).

<sup>24</sup> H Power and TL Goodwin (2021). Community wealth building: a history. CLES. [Link](#).



organisations which have a significant stake in a place. In Newry, Mourne and Down these may include (but are not limited to):

- Newry Mourne and Down District Council
- Southern Regional College;
- South Eastern Health and Social Care Trust;
- Housing Executive;
- Police Service of Northern Ireland;
- Northern Ireland Fire & Rescue Service;
- County Down Rural Community Network

At the heart of the community wealth building approach are five pillars for harnessing existing resources to enable anchor institutions to use their economic, social and environmental footprint to generate social value. These are summarised in figure 1 below.

Deployed in a progressive way, these strategies can be used to generate wealth, jobs and opportunity for local people and give as many people as possible a stake in the local economy.<sup>25</sup>

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<sup>25</sup> CLES (2020). *Owning the economy: Community wealth building 2020*. [Link](#).

Figure 1: Five pillars of community wealth building



#### Five levers of the community wealth building approach

**Plural ownership of the economy** – community wealth building seeks to develop a more diverse blend of ownership models: returning more economic power to local people and institutions. As such, community wealth building asserts that small enterprises, community organisations, co-operatives and forms of municipal ownership are more economically generative within the local economy than large companies or public limited companies.

**Making financial power work for local places** – community wealth building seeks to increase flows of investment within local economies by harnessing the wealth that exists locally, rather than by seeking to merely attract national or international capital. For example, local authority pension funds can be encouraged to redirect investment from global markets to local schemes. Mutually owned banks are supported to grow, and regional banks charged with enabling local economic development are established. All of these are ideally placed to channel investment to local communities while still delivering a steady financial return for investors.

**Fair employment and just labour markets** – often the biggest employers in a place, the approach anchors take to employment can have a defining effect on the employment prospects, incomes, and overall prosperity of local people and local communities. Commitment by anchors to pay the living wage, have inclusive

employment practices, recruit from lower income areas, build progression routes for workers and comprehensive union recognition can stimulate the local economy and bring social improvements to local communities.

**Progressive procurement of goods and services** – progressive procurement is a means through which greater economic, social, and environmental benefits can be achieved for local places and people. Increased local spend creates jobs, contributing to a multiplier effect which in turn creates additional jobs via increased demand for local goods and services. CLES pioneered and have continued to be at the forefront of work around progressive procurement in the UK, helping to develop a dense local supply chain of local enterprises, SMEs, employee-owned businesses, social enterprises, co-operatives and other forms of community ownership.

**Socially productive use of land and assets** – anchors are often major land, property, and asset holders. These represent an asset base from which local wealth can be accrued. In community wealth building the function and ownership of these assets is deepened to ensure any financial gain from these assets is harnessed by citizens. Furthermore, there is a desire to develop local economic uses, and extend local social/community use of those assets. Indeed, much public sector land and facilities are the commons, and should be used to develop greater citizen ownership of open space and the built and natural environment.

CLES has worked with dozens of institutions across the UK to develop the community wealth building movement, with each locality taking on a different blend of activities based on the five elements outlined above. 14 million people now live in community wealth building neighbourhoods, which is 21% of the UK's population.

## Community wealth building in Northern Ireland

CLES have already been working with DTNI on some initial proposals as to how community wealth building can be part of a better strategy for economic development in Northern Ireland in the future which are summarised in a new publication "From Coronavirus to Community Wealth – Building Back Better in Northern Ireland"<sup>26</sup> This document shows how a focus on community wealth building can support a better recovery both for communities and local councils. This work is beginning to influence the Northern Ireland Assembly and the Department of Communities have recently announced a new ministerial advisory group on community wealth building<sup>27</sup> In addition, a raft of Procurement Policy Notes have recently been approved by the Executive, which represent a substantial

<sup>26</sup> <https://cles.org.uk/publications/from-coronavirus-to-community-wealth-building-back-better-in-northern-ireland/>

<sup>27</sup> <https://www.communities-ni.gov.uk/news/nargey-appoints-advisory-panel-support-local-economic-recovery>

change in public procurement policy that puts an emphasis on social value ahead of the UK Government's new procurement bill, due to be published later in 2022.

As part of this wider recognition that a new approach is necessary, Councils like Newry, Mourne and Down District have already been exploring how, in partnership with other key stakeholders, they can explore new opportunities for reset and renewal. Community wealth building (CWB) offers a powerful means of making a local economic recovery a moment for profound and lasting change. The council has sought to work with CLES to develop an approach to local economic recovery which seizes the opportunity for economic, social and environmental reform.



### 3. Key Findings and Recommendations

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This chapter outlines some of the key findings and recommendations from the document review and the stakeholder interviews held with colleagues in NMD.

As the previous chapter has shown, the context in NMD is changing with a much greater level of uncertainty because of Brexit, the collapse of the Executive, the pandemic and emerging challenges such as climate change and cost of living crisis. In addition, with the demise of European structural funds, there is likely to be less place-based money for area-based initiatives. This new and challenging context demands a rethink of the area's economic strategy to ensure that the Council continues to deliver for everyone who lives in the area.

Community wealth building offers NMD the opportunity to pioneer a new strategic approach which will provide a raft of new tools and levers with which to face into the challenging context of post pandemic recovery, climate change and a cost-of-living crisis.

By embedding community wealth building as a cross cutting approach to economic recovery, the council can use it to refresh and enhance its current activities so as to maximise social value outcomes and in doing so, address the area's long standing economic and social challenges.

This new approach will take time and will require collaboration internally across the Council initially and over time, externally with other anchor institutions in the local public, private and social economy.

Drawing on our work in NMD, CLES provide five overarching recommendations alongside a number of specific actions, to help identify the key priorities for the council in the short and longer term.

1. Adopt community wealth building as a key strategic approach within the Council's corporate plan and approach
2. Create a policy and framework to embed social value across procurement and commissioning for Newry Mourne and Down
3. Build on the existing collaborative work to generate new opportunities for anchor institutions to use their combined economic and social heft to deliver benefits for everyone in NMD

4. Target areas of deprivation for skills development and jobs
5. Develop community wealth building research and evaluation#

### 1. Adopt community wealth building as a key strategic approach within the Council's corporate plan and approach

Community wealth building provides NMD with a new strategic approach to address the key challenges for the area in the short and longer term. To help implement the approach, CLES would recommend that community wealth building becomes an overarching lens through which all Council activities are understood and evaluated. This can be done in a number of ways:

#### 1a. Use community wealth building to help provide an overarching framework or plan for social value outcomes.

Given that there is a considerable amount of activity being undertaken in the area with a range of initiatives (including the Belfast City Deal, Labour Market Partnerships, neighbourhood renewal, regeneration and the local plan) Community wealth building could provide an overarching mechanism which would help to articulate the Council's overarching list of social and economic priorities for the area in the short and longer term. This could be used as a positioning document to help the council negotiate with key partners including the Department of Communities.

#### 1b. Embed community wealth building internally via dedicated officer oversight

The council should demonstrate its commitment to community wealth building by creating a dedicated Community Wealth Building officer with oversight of the agenda. This is necessary to ensure that its principles are embedded across the wide-ranging activities of the Council, ensuring the agenda is clearly 'owned' and that it doesn't 'fall between two stalls'. In CLES' experience this typically sits within the Policy/Strategy team, and we would recommend this officer report to a standing item of community wealth building as part of the Strategy, Policy and Resources Committee. They would need status and the skills to influence action across all departments of the Council, as well as liaising with other community planning partners. Whilst in some areas CLES have worked with this has been a newly created post, this could also be an addition or reconfiguration of an existing officer's roles and responsibilities.

#### 1c. Embed community wealth building within the refresh of the community plan

The community planning process has achieved some successes in NMD. There appears to be a high degree of trust between the council and the Community



Planning Partnership, borne out by particular successful projects, in areas such as housing and health and wellbeing that have had a clear remit and a lead partner to drive it forward to success. For example, the Community Coordination Hub was heavily relied upon and trusted by NMD Council through the height of the pandemic to ensure vulnerable residents received essential supplies. However, CLES' discussions also revealed that the projects which were viewed as more 'nebulous', or identified by consultation and without a leading partner, have been felt to have been less successful.

In order to build upon the solid foundations community planning partners have made, and maximise the impact and achievements of the process, CLES recommends that community wealth building should be part of the community planning conversation in NMD. Given that the plan is due to be refreshed in the near future this would provide an opportunity to explore how community wealth building could provide a new framework for action including identifying key actions against each of the five pillars and developing a social value plan to help guide future priorities.

This is an approach that has been taken forward in other areas, for example, the experience of the Community Wealth Building Anchor Networks currently being undertaken in the rest of the UK, such as the Birmingham Anchor Network<sup>28</sup> or North Ayrshire (see case study below).

## Community Wealth Building Commission

North Ayrshire Council

Despite some locational and sectoral strengths, North Ayrshire – a rural area of south west Scotland area faces a number of socio-economic challenges with nearly a third of children in poverty, an unemployment rate consistently above the national average and a forecast decline in population.

Following a diagnostic report from CLES, the Council put Community Wealth Building at the heart of their Council Plan. This involved creating:

- a Community Wealth Building Strategy, with an action plan on how the Council will work in partnership with local communities, businesses and wider regional Anchor Institutions to create a fairer

<sup>28</sup> <https://cles.org.uk/community-wealth-building-in-practice/community-wealth-building-places/community-wealth-building-in-birmingham/>

local and regional economy to tackle poverty and inequality, embedding a new economic model focused on wellbeing and inclusion;

- a 'Community Wealth Building Commission', a new cross-anchor group with the aim of embedding the principles of Community Wealth Building within their organisations to support a more inclusive economy. It includes representation from senior Elected Members, Council services, Health and Social Care Integration Joint Board and Community Planning Partners (CPP) including major Anchor Institutions like NHS Ayrshire and Arran, Scottish Fire and Rescue Service, Police Scotland, Ayrshire College, Scottish Enterprise and The Ayrshire Community Trust (Third Sector Interface); and
- new roles created (and existing roles realigned) to support the delivery and implementation of the Community Wealth Building strategy (funded as part of Community Wealth Building allocation of the Growth Deal, see next point);

The Ayrshire Growth Deal brings £251 million of investment into Ayrshire, of which £84 million will be delivered within North Ayrshire. £3m has been allocated to Community Wealth Building to fund:

- Officers to enact the implementation of the Community Wealth Building strategy
- Community Wealth Building Fund to support work of locality officers
- 'Fair Work' resource to engage key employers (including Anchor Institutions) to ensure they recruit inclusively<sup>29</sup>

The Community Plan refresh allows a perfect opportunity to make Community Wealth Building part of this conversation (as much as the issues of, for instance, health and wellbeing or tourism feature at present), with a clear mandate and statement of intent. This could be supported by the council's strong research capacity (see recommendation 5).

## 2. Create a policy and framework to embed social value across procurement and commissioning for Newry Mourne and Down

Public sector procurement is an important element of the Northern Ireland economy. It is estimated that central and local government spend approximately £3 billion per year on procurement<sup>30</sup>. Moreover, many local private sector organisations who supply public organisations also spend significant amounts in the local economy. As such (as detailed further in the previous chapter), procurement, and in particular a progressive approach to procurement, holds huge

<sup>29</sup> For more information, see <https://www.north-ayrshire.gov.uk/Documents/cwb-annual-report-2021.pdf>

<sup>30</sup> <https://www.niprocurement.agendani.com/>



strategic significance in terms of the opportunity it brings Newry Mourne and Down to create benefits for the local economy beyond the purchase of goods and services, using the significant wealth that already flows through the place to address some of the social, economic and environmental challenges the District faces.

A raft of Procurement Policy Notes have been approved by the Northern Ireland Executive, which represent a substantial change in public procurement policy that puts an emphasis on social value. From June 2022, social value must account for at least 10 per cent of the total award criteria for government tenders. Subject to approval by the Executive, this will increase to 20 per cent from June 2023<sup>31</sup>. Other notes require Departments to remove unnecessary barriers to community groups tendering for contracts, as well as mapping supply chains for their critical suppliers contracts with a renewed focus on local manufacturing.

The current Procurement Policy of NMD Council does use social clauses to deliver social value, but these are not compulsory or scored within tender exercises, with the guiding principles of scoring being cost and quality. The refresh of the Procurement Policy later in 2022 is a good opportunity to embed these national changes to NMD policy. Primarily this should relate to baselining procurement data (see recommendation 5), providing a policy narrative around value social value and creating an overarching social value procurement policy and framework<sup>32</sup>,

Whilst ensuring there is the right strategy and governance around social value is an important first step, CLES has seen the impact of social value truly maximised only when social value is embedded within the entire Procurement and Commissioning Cycle. This also involves:

2a. Training commissioners to consider social value when are designing goods and services ahead of tendering

2b. Undertaking supplier events to make local businesses aware of upcoming procurement opportunities, such as meet the market events;

2c. Including social value questions and quantitative/qualitative evaluation as part of the tender / decision making process;

2d. Monitoring outputs, outcomes and impacts during the delivery stage of contracts, and striving to continually reviewing the process.

<sup>31</sup> <https://www.northernireland.gov.uk/news/new-era-public-procurement-social-value-be-scored-government-contracts-murphy#:~:text=Finance%20Minister%2C%20Conor%20Murphy%20has,value%20within%20public%20procurement%20contracts.&text=The%20new%20policy%20agreed%20by,award%20criteria%20to%20social%20value>

<sup>32</sup> To use themes listed in PPN 01/21 'Scoring Social Value' of 'Increase secure employment and skills', 'Building ethical and resilient supply chains', 'Delivering zero carbon' and 'Promoting wellbeing'.

More detail on embedding social value across all the stages of the procurement and commissioning cycle is outlined fully in Appendix 2.

This is a recommendation that relates to the whole organisation, not just the procurement department. As such it should be made cross departmental (and, perhaps, cross organisational, as part of the community planning process – see case study below), as it is as much about behaviours and culture as it is the technical process of procurement, a department which is struggling (as are many procurement departments across the country and beyond) in terms of recruiting staff.

## Glasgow City Deal

### Cross organisational social value

An objective of NMD's approach to social value could be to develop a consistent approach towards social value across anchor organisations. One way to build consistency is through reporting. Glasgow City Region is moving towards using a consistent community benefits' (social value) reporting system<sup>33</sup> across its member authorities for City Deal contracts, and in some cases for non-City Deal contracts. The system is used to track mandatory and voluntary community benefits inclusion in contracts by quantity and value from both Tier 1 and Tier 2 contractors. The system also includes a straightforward form for evidencing outcomes.

Adopting a similar approach in NMD across anchor organisations (via the Community Planning process), or the Belfast Region City Deal partners could encourage the anchors to be more aspirational in their approach. By using data to show what has been achieved through a certain value or type of contract by one anchor, other anchors can see what is achievable and helps to set the bar higher.

Importantly, using a standardised reporting format across all stages of procurement provides consistency for suppliers. This is beneficial for both large and small suppliers but can really help smaller contractors who may not have a dedicated procurement function or enough resource to report social value outcomes in multiple formats for different buyers.

<sup>33</sup> Glasgow City Region uses the Cenefits system. The system can be adapted for different areas needs and requirements. More information on Cenefits can be found here - [Read](#)



Notwithstanding, there is also the opportunity to link this into the procurement of the Belfast City Region deal. Example can be taken from elsewhere in the UK, such as within the Glasgow City Deal, where a Community Benefits (social value) Strategy was developed, to align with the City Deal Procurement Strategy and the City Deal local authorities' existing approaches to delivery of social value within their contracts. Such an approach could be followed in NMD, with a framework listing shared values and vision, common social value clauses and so on, and as such NMD should lobby to feed into this process.

### 3. Build on the existing collaborative work to generate new opportunities for anchor institutions to use their combined economic and social heft to deliver benefits for everyone in NMD

The council, in collaboration with community planning partners<sup>34</sup>, had undertaken a pilot asset mapping project which sought to identify opportunities for collaborative working, within the context of no 'new money', to enable strategic capital project planning between partners and allow for the better utilisation of existing resources to achieve improved outcomes for the community. The project mapped the assets of 18 anchor organisations across 38 different indicators and has seen these assets classified as whether they are of priority use, vacant or not.

The pilot asset management process developed and implemented to date by NMD is of a high standard and demonstrates the commitment from partners to share data and collaborate. As such, it provides a strong foundation from which to build on longer term. Yet, for its potential to be fully realised, all partners must be fully aware of the potential benefits that completing this project through a community wealth building lens could bring; for example, stating as part of the refreshed community plan an intention to collaborate on:

- the best use of land, using their unused or under-utilised spaces to help support the growth of NMD's socially owned 'generative' businesses
- joint social value activity and/or procurement activity (see recommendation 2); or
- joint recruitment activity (i.e. as part of the Labour Market Partnerships) and employment/skills priorities (aligned to relevant strategies<sup>35</sup> and with particular reference to opportunities and threats of NMD's natural assets and the climate emergency – for example, tourism-related jobs, nature restoration, tree

<sup>34</sup> For a full list of the public, community and voluntary sector organisations in the area see page 4 and 5 of the Community Plan

[https://www.newrymournedown.org/media/uploads/community\\_plan\\_living\\_well\\_together\\_apr\\_17.pdf](https://www.newrymournedown.org/media/uploads/community_plan_living_well_together_apr_17.pdf)

<sup>35</sup> Such as the Northern Ireland Executive's draft Green Growth Strategy for Northern Ireland (2021) [link](#)

planting, peatland restoration and flood resilience, together with relevant courses to fill any related skills gaps).

### 3a Review asset mapping and transfer/lease process as part of a wider CWB-framed approach to regeneration

CLES understands that as part of the pilot asset mapping review there was hesitation to gather all of the data indicators requested when there was not a clear 'use' for the completed data set. A wider discussion about an approach to regeneration should inform a review between partners about what they actually need to know in terms of asset classification. Once this mapping process has been reviewed and completed, engaging with the CV5 should be a priority, so ideas of how said assets could be utilised can be gathered.

There is also the issue of how such organisations are able to use the buildings as quickly and painlessly as possible. CLES heard the D1 process is problematic, taking too long, and whilst Cllrs have an obligation to achieve 'best value' for the sale of a public asset, a definition which is deliberately open to interpretation to allow them to not take just the largest cash offer with no social value, in practice community groups can struggle to articulate this. As such, in practice assets are often sold off to offset capital receipts.

Given this process is partly dictated by central government and at least partly outside of the control of NMD council, instead the council may prefer to adopt a 'long lease first' approach, assuming the leases are:

- long enough (short leases may get in the way of community groups accessing grant funding to improve or run these assets);
- paired with sufficient (and/or more targeted) business support and capacity building for community groups to successfully manage the assets once managing them; and
- undertaken in conjunction with a refresh of the Community Asset Transfer Policy to be refreshed to be more user friendly, although CLES understands there is a review of this already underway.

As such there should be a reframing of the process away from a transactional approach to a relational one. In this, the council acts as an enabler for the VCS, for which the council appears to have a high degree of trust, for several corporate thematic priorities of NMD Council, including health and wellbeing (physical activity and mental health), sustainable environment (promoting green/open space) etc, whilst recognising that they may require support and assistance to fully realise the opportunities of the assets the council holds.

## 4. Target areas of deprivation for skills development and jobs



Brexit and COVID have had a particularly devastating impact in NMD as a large part of the economy is made up of manufacturing and hospitality jobs in micro and small businesses. Manufacturing businesses have struggled to operate effectively since Brexit and the hospitality industry was decimated when COVID hit in March 2020, seeing swathes of young people in particular lose their jobs overnight. As the death toll from the pandemic has begun to subside and the Northern Ireland Executive have lifted all COVID restrictions that prevented people from meeting inside hospitality venues, the demand for pubs, bars, restaurants and cafes has begun to creep back up. But the hospitality and manufacturing industries, alongside the public sector in NMD are now finding it particularly difficult to recruit staff.

Local Labour Market Partnerships are a key tenant of DfC's new approach to providing support services for unemployed individuals seeking to get back into to work. They intend to improve employability outcomes and labour market conditions locally by working through coordinated, collaborative, multiagency partnerships engaged in the provision of employability services to co-design and co-commission employability interventions<sup>36</sup>. Given NMD Council are in the early stages of their Labour Market Partnership, CLES recommends tying NMD's LMP to community wealth building principles, as in the following ways:

#### 4a. Work with Community Planning partners to explore opportunities for unemployed people in the district

Community Planning partners should work together to explore how they might be able to make opportunities available to unemployed people in their area. CLES has seen this happen in different areas of the UK, particularly as part of Birmingham's 'Hospitality to Health' / 'I Can' schemes via targeted and streamlined recruitment processes (see case study below).

#### 4b. Increase the number of people from the area's most disadvantaged communities who are employed by the council.

Experience tells us that areas with the highest rates of deprivation generally also have some of the lowest rates of employment, focussing skills development and directing job opportunities towards areas with the highest levels of deprivation. NMD Council should focus LMP initiatives to upskill residents in these areas to fill the skills gaps in the local economy, as Belfast City Council have done (albeit outside the remit of LMP - see case study below).

<sup>36</sup> <http://meetings.derrycityandstrabane-district.com/documents/s33561/Employability%20NI%20Labour%20Market%20Partnerships43442.pdf>

## Belfast City Council

Belfast City Council have taken an interesting approach to a similar problem, collaborating with private sector partners that are struggling to recruit staff, most recently a large hotelier, they are using an academy model to move unemployed people into paid work. The model consists of a 2-3 week intervention designed by employers with the council. The employer promises an interview to everyone completing the 2-3 weeks, which has translated into an 80% employment rate for those moving through the programme.

The work of the LMP can be supported by intelligence provided by the council (see recommendation 6), and its work should be linked / scaled by community planning partners, with employment a key pillar of a refreshed community plan (see recommendation 1c). This could be done by, for example, anchors work together to develop something similar for public sector roles that are proving difficult to fill. By working with partners to develop a shared pre-employment training programme the likelihood of finding the right job for the right candidate increases.

## From Hospitality to Health - Birmingham Anchor Network

The Birmingham Anchor Network supports seven of the city's largest institutions to maximise the benefit they bring to the Birmingham economy. The network, which represents a combined workforce of over 50,000 people and budget of over £5bn, has recently released an action plan which responds to the impact of Covid-19 on the Birmingham economy. This co-ordinated response is believed to be the first of its kind anywhere by a network of anchor institutions.<sup>37</sup>

A key function of the Network has been to collaborate to solve problems – a good example of which has emerged from Covid-19 in the “hospitality to health” programme.

<sup>37</sup> CLES and the Birmingham Anchor Institution Network (2020). Birmingham Anchor Network response to the Covid-19 pandemic: Update report for the Birmingham Anchor Network Leadership Group – May 2020. [Link](#).

In Autumn 2020, Pioneer Housing Group, an Anchor Network member identified that Covid-19 was likely to impact on the employment stability of many of their residents, particularly those working in the hospitality sector. Meanwhile, the local NHS Trust – also a member – were facing staffing shortages particularly in the face of a second wave of Covid-19 and forecast winter pressures. There was an obvious match to be made. The problem was that the employment team at the Trust were unfamiliar with delivering targeted neighbourhood based recruitment, while the employment team at Pioneer were unfamiliar with the language, processes, pathways etc required for entering the NHS.

By working together through the Anchor Network, Pioneer and the Trust are now combining their strengths and experience to deliver pre-employment courses for NHS roles to Pioneer tenants.

Furthermore, as a result of this experience, the Trust is now reviewing its whole employment process to make it easier for people to switch careers into NHS roles and Pioneer are adopting the approach to work with three other major employers in Birmingham for the benefit of their tenants.

Birmingham & Solihull Integrated Care System's I Can recruitment programme<sup>38</sup> – launched in Nov 2021 to deliver health and social care employment opportunities for unemployed and young people across the ICS's geography specifically targets residents in the most economically disadvantaged areas and, moreover, demonstrates how the work undertaken by the Trust – an ICS partner – on Hospitality to Health has informed a new understanding of the role that all ICS partners play in their local economy.

## 5. Develop community wealth building research and evaluation

The council has a dedicated research and analysis team, and the work of this team has led some successful mapping exercises as part of the community planning process (as outlined in recommendation 3). Yet there is a feeling that this team's work can tend to be reactive to council demands as opposed to delivering a proactive set of intelligence dictated by strategic conversations and priorities. As so much community wealth building work is formulated upon baseline and monitored

<sup>38</sup> <https://www.bsolpeople.nhs.uk/careers-and-learning/career-zone/ican/>



intelligence, CLES recommends that the council should develop a greater understanding of its own economic role. This work should include:

- **Understand the Council's economic role through Procurement** - analysing NMD Council's supply chain and understanding questions like how much the organisation spends (and how much of this is 'discretionary' i.e. within the gift of NMD Council to shape via social value and/or market making), where they spend it (where within NMD suppliers are based, what % of spend is inside/outside NMD or Northern Ireland; and who they spend it with (how many/what value do SMEs or social businesses equate to within the supply chain; what is the industrial makeup of the suppliers and are there any opportunities for local businesses to access supply chains)
- **Council Recruitment and workforce** – understanding how the council could better use its role as an employer to help address economic inactivity and low income/poverty. For example:
  - investigating which areas of NMD need to have targeted skills development programmes (see recommendation 4) with a view to moving people in high areas of unemployment into good work;
  - examining skills gaps and feeding intelligence on how to improve NMD's existing apprenticeship offer;
  - considering and reporting on if any gender and/or race pay gap exists within the existing workforce with a view to eliminating the gap; or
  - understanding how different members of staff progress within the organisation with a view to creating clearer progression routes through professional development.
- **Council Assets** – Reviewing the full classification of council owned assets (see recommendation 3)

# Appendix 1: Stakeholders Consulted

Table 1: Stakeholders Consulted

Name	Title	Organisation
Gerard Byrne	Assistant Director of Finance	Newry, Mourne and Down District Council
Catrina Miskelly	Assistant Director Corporate Services (HR & Safeguarding)	Newry, Mourne and Down District Council
Caolain Boyd	Assistant Director Estates and Capital Projects	Newry, Mourne and Down District Council
Jonathan McGilly	Assistant Director Economic Development	Newry, Mourne and Down District Council
Janine Hillen	Assistant Director Community Engagement	Newry, Mourne and Down District Council
Alan Beggs	Head of Evidence and Research	Newry, Mourne and Down District Council
Nicholas McCrickard	Chair (SSF) ; Chief Executive (CDRCN)	Strategic Stakeholder Forum ; County Down Rural Community Network
Janice McDonald	Manager	Down Business Centre
Philip Campbell	Project Manager	Down Community Arts
Tony McKeown	CEO	Newry Chamber
Patrick Brown	Councillor	Newry Mourne and Down District Council
Discussion groups		
Discussion group with SMT		

Name	Title	Organisation
Marie Ward	Chief Executive	Newry, Mourne and Down District Council
Dorinnia Carville	Director of Corporate Services	Newry, Mourne and Down District Council
Conor Mallon	Director of Enterprise, Regeneration and Tourism	Newry, Mourne and Down District Council
Johnny McBride	Neighbourhood Services Director	Newry, Mourne and Down District Council
An information and consultation session to which all NMD Council Councillors were invited		



# Appendix 2 - CLES's approach to the five stages of progressive procurement and embedding social value

At CLES we view the process of procurement as a cycle with five complimentary and interlinked stages, in order for it to become more progressive. The following elements explain the five stages of the procurement cycle and what local authorities and other anchor institutions can do to be more progressive and embed social value considerations:

## The Progressive Procurement Cycle



## Theme 1 – Governance and Strategy

This first theme of activities is around governance and strategy – this should drive the way in which procurement is undertaken politically, strategically, and operationally.

### Political buy-in

Local authorities can progress procurement by ensuring that it is a key component of political visioning. Growing and enhancing the business base of a locality and utilising procurement as a lever to address wider challenges is not linked to any particular political ideology. It makes economic sense.

### Spend analysis

Local authorities can progress procurement by understanding in more detail how much they spend on an annual basis buying goods and services. In particular, local authorities can undertake spend analysis to understand where their procurement spend goes geographically, sectorally, and in terms of particular business types such as SMEs.

### Social value focused procurement strategy

Local authorities can progress procurement by developing procurement strategies which are shaped by social value. Traditionally, and rightly so, procurement strategies will focus upon compliance with legislation. They can however link to wider strategic priorities and particularly delivering wider economic, social, and environmental outcomes.

### Social value procurement framework

Local authorities can progress procurement by developing procurement frameworks which are focused on social value. In this, they can link social value to each of the stages of the procurement cycle by developing outcomes, indicators, social value focused questions, means of evaluating responses, monitoring measures, and matrices of where social value is relevant to particular service areas.

### Social value commissioners and procurers

Local authorities can progress procurement through ensuring their procurement officers are correctly trained. This means training around how to undertake procurement from a legal and compliance perspective, and also from a social value perspective, thus ensuring that social value is an integral part of the process.

## Theme 2 – Commissioning

The second theme of activities is around commissioning – these are all things that those responsible for designing goods and services can think about prior to going to tendering and the market.

### Service user engagement

Local authorities can progress procurement through actively engaging citizens and service users in the design of goods and services. This can include public consultation or engaging with users on the design of a service that they are going to benefit from. This activity can be particularly prevalent in the provision of health and wellbeing services.

### Cross-departmental relationships

Local authorities can progress procurement through making the responsibility for the process go beyond procurement officers. There needs to be active engagement of those who are designing the goods or services (commissioners) and those who have knowledge of local economies, the market, and the challenges facing localities (those working in economic development).

### Social value weighting

Local authorities can progress procurement through introducing weightings into decision making criteria that go beyond cost and quality. For example, they can weight responses around social value as 20% of the overall decision or give a percentage weighting to specific factors such as fair work practices and sustainability criteria.

## Theme 3 - Pre-procurement

The third theme of activities is around pre-procurement – these are all things which local authorities can undertake to make potential suppliers aware of upcoming procurement opportunities.

### Information provision

Local authorities can progress procurement through effectively communicating the processes and opportunities to the market. They can set up portals which enable organisations to be alerted to relevant opportunities and which make them aware of how procurement is undertaken, with a particular emphasis on social value requirements.

### Meet the market events

Local authorities can progress procurement through engaging with the market as part of the process. For example, they can arrange events where interested organisations come together to discuss a specific opportunity. This can also be effective in developing relationships across organisations which are important for sub-contracting arrangements.



## Theme 4 – Procurement and Decision-Making

The fourth theme of activities is procurement and decision-making – these are things which local authorities can do in the tender process itself and in evaluating the responses of potential suppliers.

### Social value questions menu

Local authorities can progress procurement through asking specific questions as part of the tender process around social value. These questions can link to the types of social value activities which an organisation is already undertaking and activities that they will undertake specifically in relation to the opportunity for which they are tendering.

### Qualitative and quantitative evaluation

Local authorities can progress procurement through adopting innovative approaches to evaluating tender responses. This can include the utilisation of quantitative metrics to explore the potential impact of Social value activities, for example.

## Theme 5 – Delivery

The fifth theme of activities is delivery – these are things which local authorities can do during the actual delivery of the contract by the chosen supplier.

### Legal and contractual terms

Local authorities can progress procurement through being more robust about how social value commitments are detailed in contracts. They should be a condition of contract with suppliers expected to deliver against them, and monitor against them, with penalties for non-compliance.

### Social value brokerage

Local authorities can progress procurement through supporting suppliers to deliver social value commitments. In this, they can broker relationships with employment and apprenticeship providers, and with voluntary and community sector organisations.

### Monitoring

Local authorities can progress procurement through actively monitoring the outputs delivered by suppliers. This can be particularly important in exploring the extent to which social value commitments have been delivered, and the wider impact of such activities on beneficiaries and wider economic, social and environmental outcomes.



### Supplier networks

Local authorities can progress procurement through developing relationships across suppliers delivering goods and services. They can set up networks that enable suppliers to share practice and learn from each other. The focus of such networks could be around social value, for example.



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<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	11 August 2022
<b>Subject:</b>	Draft Publication Scheme V2.4
<b>Reporting Officer (Including Job Title):</b>	Alison Robb, Assistant Director Corporate Services (Administration)
<b>Contact Officers (Including Job Title):</b>	Alison Robb, Assistant Director Corporate Services (Administration) Edel Cosgrove, Head of Compliance

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

<b>For decision</b>	<b>X</b>	<b>For noting only</b>	
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	On 16 June 2022, the Strategy, Policy and Resources Committee (SPRC) approved the draft Publication Scheme version 2.3 (see section 8).
1.2	On 4 July 2022 Council Members asked Officers to report back to the SPRC with clarification, specifically: <ul style="list-style-type: none"> <li>a. Outlining the ICO's recommendation in relation to Senior Officers' declaration of interests</li> <li>b. Why the reports recommendation deviated from the ICO recommendation; and</li> <li>c. Provide a comparison with Northern Ireland Councils.</li> </ul>
1.3	This report provides clarification to Members and sets out Officers amended approach.
<b>2.0</b>	<b>Key issues</b>
2.1	Officers' response to each query is as follows:
2.2	<p><b>a. The ICO's recommendation in relation to Senior Officers' declaration of interests</b></p> <p>Page 4 of the draft Publication Scheme provides a link to the ICO's Definition Document. The ICO produced the Definition Document to assist Northern Ireland Councils in determining what information to publish. Page 11 advises:</p> <p><i>"Senior officers' declaration of interests</i></p>

	<p><i>This should include the names, departments, sections and job titles of all officers who have made entries. In relation to chief officers, information recorded in the 'professional' element of the register should also be disclosed subject to consideration of the UK GDPR".</i></p> <p>Page 10 advises "Current information only".</p>
2.3	<p><b>b. Why the reports recommendation deviated from the ICO recommendation</b></p> <p>Page 1 of the ICOs definition document advises:</p> <p><i>The ICO expects you to make the information in this definition document available unless:</i></p> <ul style="list-style-type: none"> <li><i>• you do not hold the information;</i></li> <li><i>• the information is exempt under one of the Freedom of Information Act 2000 (FOIA) exemptions or Environmental Information Regulations 2004 (EIR) exceptions, or its release is prohibited under another statute (e.g. UK GDPR);</i></li> <li><i>• the information is readily and publicly available from an external website. Such information may have been provided by you or on your behalf. You must provide a direct link to that information;</i></li> <li><i>• the information is archived, out of date or otherwise inaccessible; or,</i></li> <li><i>• it would be impractical or resource-intensive to prepare the material for routine release.</i></li> </ul>
2.4	<p>On initial consideration of this matter it was felt that to prepare information for publication for a large number of staff would be resource intensive.</p>
2.5	<p>Paragraph 5.6 of Council's Conflict of Interests procedures states:</p> <p><i>"The Council does..... not publish a register of interests for staff. When an employee submits a Declaration of Interest form, the information thereon will be treated with discretion and only be used to manage a conflict or perceived conflict of interest. Information held will be processed in accordance with all Data Protection legislation".</i> To publish Declarations of Interest will require updating of procedures and guidance materials.</p>
2.6	<p><b>c. Comparison with Northern Ireland Councils</b></p> <p>No other NI Council publishes senior officers' declaration of interests. Members should note a response was received from 9 out of the 10 Councils surveyed.</p>
2.7	<p>It is noted:</p> <ul style="list-style-type: none"> <li>• Officers record Declarations of Interests</li> <li>• Council has not received a request for information regarding Officers Declaration of Interests</li> <li>• In meetings Officers are asked to declare potential conflicts of interest, the fact that an Officer made a declaration will be a matter of record</li> </ul>



2.8	<ul style="list-style-type: none"> <li>• ICO is a guidance document and not mandatory</li> <li>• No other NI Council publishes senior officers Declarations of Interest</li> <li>• There are no audit issues / concerns on senior officers' declaration of interests</li> <li>• NMDDC is positively referred to as a case study example for the <a href="#">ICOs accountability framework</a>.</li> </ul> <p>Officers have now reflected on members comments and suggest the following revised approach which will be consistent with ICO guidance and avoid the exercise being resource-intensive:</p> <p>Resource will be allocated to:</p> <ul style="list-style-type: none"> <li>• Update the Conflict of Interests procedures and include the definition of "Senior Officers" as being the Corporate and Senior Management Teams</li> <li>• As guided by the ICO definition, publish on the Council website "Current information only" for CMT and SMT - names, departments, sections and job titles of all officers who have made entries. Additionally, in relation to the Chief Executive information relating to the 'professional' element of the register will be disclosed subject to consideration of the UK GDPR".</li> <li>• Update associated training/guidance materials</li> <li>• It is intended to include a new section on Council's website relating to Officers Declaration of Interests which will explain how Council records these via a mandatory and voluntary regime and provide a link to information relating to and published in respect of Senior Officers.</li> </ul>
2.9	Officers have attached a new version (2.4) of the draft Publication Scheme and have included a version control table on p3 to reflect amendments.
	<b>Recommendations</b>
3.1	It is recommended Members consider the clarification provided in section 2 and approve the updated draft publication scheme V2.4 and the proposed way forward set out at 2.8 above.
<b>4.0</b>	<b>Resource implications</b>
4.1	Officers time to implement paragraph 2.14.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>

5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p>
	<p>Draft Publication Scheme V2.4.</p>

<b>8.0</b>	<b>Background Documents</b>
	<ol style="list-style-type: none"> <li>1. SPRC <a href="#">Report &amp; Draft Publication Scheme V2.3</a> (P7 – 46)</li> <li>2. SPRC 16 June 2022 <a href="#">Audio discussion</a> and approval (1:25 – 4:44)</li> <li>3. Council 4 July 2022 <a href="#">Audio discussion</a> (15:32 &amp; 20:42)</li> <li>4. Current <a href="#">NMDDC Publication Scheme 2.0</a></li> </ol>

# Newry, Mourne and Down District Council Publication Scheme

Ag freastal ar an Dún  
agus Ard Mhacha Theas  
Serving Down  
and South Armagh



Comhairle Ceantair  
**an Iúir, Mhúrn agus an Dúin**  
**Newry, Mourne and Down**  
District Council



## Publication Scheme Control

<b>Title:</b>	Publication Scheme
<b>Version:</b>	2.4
<b>Policy reference:</b>	CS30 Records Management Policy
<b>Directorate/Departmental ownership:</b>	Corporate Services/Administration
<b>Officer responsible:</b>	Assistant Director Corporate Services (Administration), Alison Robb
<b>Corporate Management Team authorised on:</b>	7 June 2022 (V2.2)
<b>Senior Management Team authorised on:</b>	31 May 2022 (V2.3)
<b>Strategic, Policy and Resources Committee authorised on:</b>	
<b>Council authorised on:</b>	
<b>Review date:</b>	
<b>Location where document is held and referenced:</b>	Responsible Department <input checked="" type="checkbox"/>

### Version Control

Version:	Amendments made	Date	New Version:
2.3	P2 included version control table P5 third bullet point P17 included HR info under 'Statutory Returns' P24 link to be inserted for 'Senior Officers Declarations of Interest'	28/7/22	2.4

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## About the Publication Scheme

Newry, Mourne and Down District Council (NMDDC) has formally adopted the Information Commissioner's [Model Publication Scheme](#) and [Definition Document for district councils in Northern Ireland](#). The Publication Scheme is organised into seven classes of information which are set out in the Categories link below. This structure aims to save you time and effort when searching for information.

NMDDC is a Local Government District Council established under the Local Government Act (NI) 2014 to administer a range of social, economic, cultural and environmental services to the local community.

Under the Freedom of Information Act (FOIA) 2000, all public authorities are required to:

- adopt and maintain a Publication Scheme; and
- publish information in accordance with the Publication Scheme.

The Publication Scheme commits NMDDC:

- to proactively publish, or otherwise make available as a matter of routine, information which is held by the Council;
- to specify the information which is held by the Council and falls within the classes listed;
- to provide guidance on how the specified information can be identified and accessed;
- to review and update the specified information; and
- to produce a schedule of any fees charged for access to information.

As a public body, NMDDC is committed to the highest standards of accountability and openness and this Publication Scheme enables the Council to fulfil its obligations under the FOIA legislation and to better inform the public of its communication and information systems.

## Roles and Responsibilities

The Chief Executive and Directors have overall responsibility for ensuring that the Council complies with the requirements of legislation affecting the management of records with any supporting codes and regulations.

The Assistant Director Corporate Services (Administration) is responsible for keeping the Publication Scheme under review to ensure that all business functions continue to be adequately covered by the Scheme.

The Head of Compliance and Records Manager will work closely with Directorates and Service Areas to ensure that there is consistency in the management of records, and that training is provided to ensure compliance with the Records Management Policy and Procedure and this Publication Scheme.

Information Asset Owners (IAOs) are responsible for:

- liaising with their team to ensure classes of information (see table below) are kept up to date and reviewed at least quarterly to ensure accurate information is published
- Quality assuring information before submitting communications update requests to the Communications and Marketing section, by emailing final information to: [marketing@nmandd.org](mailto:marketing@nmandd.org)



- Emailing the Records Management Team updates to the website to enable the Records Management Team update links in this Publication Scheme

The Records Management Team are responsible for:

- co-ordinating quarterly reminders to IAO's together with suggested recommendations.
- Updating the links and version control table within this Publication Scheme when provided with information by Marketing

## Using the Publication Scheme

NMDDC aims to actively publish as much information as we can, where this information has a public interest and is not exempt from disclosure. We will monitor our Publication Scheme regularly to ensure it is meeting our obligations and our aims. We therefore encourage you to use our Publication Scheme and website and we hope you will find the information you require.

Information contained within this Publication Scheme (or supplied in response to a request) will be available in the language in which it is held. However, if required we will translate any information on this site (or supplied in response to a request) where the Council is legally required to do so. We will also comply with all disability and discrimination legislation and on request make our information available in other formats as required by law.

## Is the information already available?

NMDDC is committed to meeting its statutory requirements under the FOIA and Environmental Information Regulations (EIR) 2004 and aims to make as much information as possible freely available on demand. One of the ways in which this is done is through our corporate website, [www.nmandd.org](http://www.nmandd.org). This Publication Scheme also lists the information that is available on the website and how to access information that is not published.

We strongly encourage you to check this Publication Scheme first before you make a request for information as you may be able to find the information here. Also please bear in mind that we can refuse a request if the information is readily available via our Publication Scheme.

## Excluded information

A great deal of the information held by Council is personal and/or private to individuals. The FOIA and EIR does not deal with this and will not make this information public and your private affairs and business with the Council as an individual are not the subject of this Publication Scheme.

Excluded throughout the Publication Scheme is general correspondence sent or received by the Council.

The emphasis of the Publication Scheme is to make current information readily available; as such limitations may apply as to the length of time certain documents are kept by the Council, in accordance with the Retention and Disposal Schedule.

## Requesting information

We include as much information in this Publication Scheme as we can and, where information is available on the website, a hypertext link will direct you to the correct page on the website. Where information is available on request, this can be made in writing using the relevant email address provided in [Classes of Information](#) or to [Customer Services](#).



If you cannot find what you are looking for, you can make a request for information that is not published under this Publication Scheme. Contact details for requests for information are as follows:

Head of Compliance  
Newry, Mourne and Down District Council  
Downshire Civic Centre  
Ardglass Road  
Downpatrick  
BT30 6GQ

E: [info@nmandd.org](mailto:info@nmandd.org)  
T: 0330 137 4009

### Feedback and comments on our Publication Scheme

If you would like to provide any feedback or comments on our Publication Scheme, please contact the Head of Compliance at the above address.

## Classes of Information

The Publication Scheme contains seven classes of information. Information falling into each of these classes is published on our website:

### Class 1:- Who we are and what we do

Organisational information, structures, locations and contacts.

Class of Information	Description	Website	How it can be accessed
Council Democratic structure chart	Newry, Mourne and Down has 41 elected members representing 7 district electoral areas. The Council's democratic structure is based on the full council and seven standing committees.	<a href="#">About Newry, Mourne and Down District Council</a> <a href="#">Newry, Mourne and Down Councillors</a> <a href="#">Council Democratic Structure - Committee Appointments</a>	
Council Directorate structure chart	<p>The council and the committees to which are delegated various powers and the functions that are the responsibility of the executive;</p> <ul style="list-style-type: none"> <li>the terms of reference of the various committees and other bodies;</li> <li>the standing orders that regulate the proceedings at meetings;</li> <li>financial regulations;</li> <li>the code of practice for the procurement of works, supplies and services;</li> <li>codes of conduct for members and employees;</li> <li>the schedule for the payment of member's allowances; and</li> <li>a description of the management structure of the council's workforce.</li> </ul>	<p><b>Website</b> <a href="#">Background to the Council</a> <a href="#">District Electoral Area (DEA) Forums</a></p> <p><a href="#">Terms of Reference for Committees</a></p> <p><a href="#">Council Standing Orders</a> <a href="#">Financial Regulations</a></p> <p><a href="#">Procurement Policy</a> <a href="#">Code of Conduct for Councillors</a> <a href="#">Code of Conduct for Local Government Employees</a> <a href="#">Councillors' Scheme of Allowances</a> <a href="#">Senior Management Team</a></p>	

Class of Information	Description	How it can be accessed
Organisation Chart	A staffing structure of the directorates and departments.	For further information contact <a href="#">Customer Service</a>  <b>Website</b> <a href="#">Council Management Structure</a> <a href="#">Page 32 - Corporate Plan 2021-2023</a>  For further information on internal structures of our offices, including an outline of the responsibilities and the names of senior employees, job descriptions, responsibilities and number of staff etc contact Human Resources
Location and opening times of Council Offices	Information about locations, opening times and contact details of the Council's two civic centres.	<b>Website</b> <a href="#">Our locations</a>  Opening hours at the Council's Downshire Civic Centre in Downpatrick and Monaghan Row in Newry are 9.00am – 5.00pm.
Currently elected Councillors' information and contact details	Councillor contact information.	<b>Website</b> <a href="#">Your Councillors</a>
Contacts for customer-facing departments	Where available we have provided the contact details for the principal Council functions.  These links will take you to the three main webpages where you can select a service or function for more information:	<b>Website</b> <a href="#">Telephone numbers</a> <a href="#">Planning Staff Contact Details</a>  <a href="#">Residents</a> <a href="#">Business</a> <a href="#">Council</a>
Election results	Results of most recent election.	<b>Website</b> <a href="#">2019 election</a>



Class of Information	Description	How it can be accessed
<p>Relationships with other authorities</p>	<p>Partnership arrangements with other authorities, relationships with government departments and arms-length bodies.</p> <p>If you have responsibility for the provision of facilities for office holders who are not themselves part of the local authority, for example the Registrar of births, deaths and marriages, explain your role.</p> <p><b>Registration Services:</b></p> <p><b>Deputy Returning Officers (DROs):</b></p> <p><b>Relationships with Northern Irish district councils, government departments, public bodies and European funding bodies:</b></p>	<p><b>Website</b></p> <p>Council's Chief Executive is a member of <a href="#">SOLACE NL</a>, the Society of Local Authority Chief Executives and our Councillors are members of <a href="#">NILGA</a>, the Northern Ireland Local Government Association.</p> <p>Council's Chief Executive is a member of <a href="#">SOLACE NL</a>, the Society of Local Authority Chief Executives and our Councillors are members of <a href="#">NILGA</a>, the Northern Ireland Local Government Association.</p> <p>The <a href="#">Registration Service</a> is responsible for the registration of all births, still births, deaths, marriages and civil partnerships that take place in the Newry, Mourne and Down District area. Although part of the local authority, this statutory service is overseen by the <a href="#">General Register Office NI</a>.</p> <p>The Chief Executive Officer of the Electoral Office Northern Ireland is the Returning Officer for all elections in Northern Ireland. Local Council Chief Executives are appointed as DROs at local council elections. The DROs act with the authority of the Returning Officer.</p> <p><a href="#">Community Plan Statutory Partners</a></p> <p><a href="#">Animal Welfare</a></p> <p><a href="#">Special European Union Programmes Body projects</a></p> <p><a href="#">Atlantic CultureScape Intangible Cultural Heritage Project</a></p> <p><a href="#">Belfast Region City Deal</a></p> <p><a href="#">Digital Surge Programme</a></p> <p><a href="#">Grants and Funding</a></p>



Class of Information	Description	How it can be accessed
		<p> <a href="#">Policing and Community Safety Partnership</a>  <a href="#">Port Health / Imported Foods</a>  <a href="#">The CANN Project</a>  <a href="#">South East Area European Maritime and Fisheries Fund</a>  <a href="#">National Fraud Initiative</a>  <a href="#">Strangford Lough &amp; Lecale Partnership</a>  <a href="#">Ring of Gullion Landscape Partnership Team</a>  <a href="#">Pages 20-21 Corporate Plan 2021-2023</a> </p> <p>For more information on Council's partnerships visit the following pages:</p> <p> <a href="#">Business Support</a>  <a href="#">Emergencies</a>  <a href="#">Environmental Health</a>  <a href="#">Safer Communities</a>  <a href="#">Strategic Programmes</a>  <a href="#">Urban and Rural Regeneration</a> </p>

## Class 2:- What we spend and how we spend it

Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit.

Class of Information	Description	How it can be accessed
Financial statements, budgets and variance reports	Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit.	<b>Website</b> <a href="#">Annual Accounts</a> <a href="#">Statement of Accounts</a> <a href="#">Quarterly Payment Statistics</a>
Capital Programme	Major plans for capital expenditure are provided for and reported on in Council and Committee meetings:  Strategy, plans and updates can be found in:	<b>Website/Social Media</b> <a href="#">Council and Committee Agenda, Minutes and Audio</a>  <a href="#">Corporate Publications</a> <a href="#">Facebook - NMD Council</a> <a href="#">Twitter - NMD Council</a>
Spending reviews	Council's Statement of Accounts and relevant Committee Reports	<b>Website</b> <a href="#">Statement of Accounts</a>  <a href="#">Agenda for Audit Committee and Strategy, Policy and Resources Committee</a> <a href="#">Minutes for Audit Committee and Strategy, Policy and Resources Committee</a>
Financial Audit Reports		<b>Website</b> <a href="#">See NI Auditor's Letter and report below</a>
Members' allowances scheme and the allowances paid under it to Councillors each year	The total of the allowances and expenses incurred by or paid to councillors by reference to categories.	<b>Website</b> <a href="#">Councillors' Allowances and Expenses</a>

Class of Information	Description	How it can be accessed
Staff allowances and expenses	Details of the allowances and expenses that can be incurred or claimed.	<b>Website</b> Allowances and expenses paid see: <a href="#">Statement of Accounts</a> For further information contact the <a href="#">Finance Department</a>
Staff pay and grading structure	Information on pay and grading as per Council's organisational structure.	<b>Website</b> Senior employees' salaries see: <a href="#">Statement of Accounts</a> For further information contact <a href="#">Human Resources</a>
Election expenses	Returns or declarations and accompanying documents relating to election expenses sent to the Council.	<b>Email/Telephone</b> The list of election expenses is available for a 12-month period following an election.  Election information is available on request to the Deputy Returning Officer at <a href="#">Customer Services</a>
Procurement procedures	Details of procedures for acquiring goods and services. Contracts available for public tender.	<b>Website</b> <a href="#">Procurement Policy and Procedures</a> <a href="#">Terms and Conditions for Services</a> <a href="#">Terms and Conditions for Supplies</a>
Contracts and Tenders	Details of contracts and tenders to businesses and to the voluntary, community and social enterprise sector.	<b>Website/Email/Telephone</b> <a href="#">Procurement Portal</a>  Further information available on request to the <a href="#">Procurement Team</a>
Grants to the voluntary, community and social enterprise sector	Details of grants and financial assistance programmes offered by Council.	<b>Website</b> <a href="#">Grants and Funding</a> <a href="#">Good Relations Programme</a>



Class of Information	Description	How it can be accessed
		<a href="#">Communities Leading Change - Participatory Funding</a>
NI Auditor's Letter and report	Northern Ireland Auditor's annual audit letter of the Statement of Accounts.	<b>Website</b> <a href="#">NIAO Annual Audit 2020-2021</a> <a href="#">NIAO Annual Audit 2019-2020</a> <a href="#">NIAO Annual Audit 2018-2019</a>
Internal financial regulations	Financial Regulations set out the overarching financial responsibilities of the Council and its staff and provide the framework within which the Council's financial affairs are to be managed.	<b>Website</b> <a href="#">Financial Regulations</a>
Financial statements for projects and events	Details on project and event spend:  Capital budgets and scrutiny of our capital programme is undertaken at Strategy, Policy and Resources Committee meetings.	<b>Website</b> <a href="#">Statement of Accounts</a>  <a href="#">Strategy, Policy and Resources Committee Agenda</a> <a href="#">Strategy, Policy and Resources Committee Minutes</a>
Funding for partnership arrangements	Details of the funding arrangements for partnerships that the council leads, e.g.:  and	Contact <a href="#">Customer Services</a> to request information on a specific project or event  <b>Website/Email/Telephone</b> <a href="#">Peace IV</a> <a href="#">The CANN Project</a> <a href="#">Atlantic CultureScape</a> <a href="#">Digital Growth Programme</a> <a href="#">Ring of Gullion Landscape Partnership Scheme</a> <a href="#">Social Investment Fund</a>



Class of Information	Description	How it can be accessed
	<p>Details of the council's funding contributions to a partnership arrangement managed by another authority, e.g.:</p> <p>More information on funding partnerships can be found in the</p>	<p><a href="#">Belfast City Region Deal</a></p> <p><a href="#">Warrenpoint Municipal Park Heritage Lottery Fund Regeneration Project</a></p> <p><a href="#">Master Plans</a></p> <p><a href="#">SeaFlag</a></p> <p><a href="#">Annual Report (NMD Connect) Statement of Accounts</a></p> <p>Contact Customer Services to request information on a specific partnership arrangement</p>
Grant Aid Scheme and Payments	Details of grants and financial assistance offered by Council to the business community.	<p><b>Website</b></p> <p><a href="#">Business Grants and Funding</a></p>

### Class 3:- What our priorities are and how we are doing

Strategies and plans, performance indicators, audits, inspections and reviews.

Class of Information	Description	How it can be accessed
Annual Reports	The Annual Report provides information about Council's financial position, changes in financial position, financial performance and cash flows.	<p><b>Website</b></p> <p><a href="#">Corporate Publications</a></p> <p><a href="#">NMD Connect Incorporating Annual Report 2020/2021</a></p> <p><a href="#">NMD Connect Incorporating Annual Report 2019/2020</a></p> <p><a href="#">NMD Connect Incorporating Annual Report 2018/2019</a></p> <p><a href="#">NMD Connect Incorporating Annual Report 2017/2018</a></p>
Strategies and business plans for services provided by the Council including strategies developed in <u>partnership with other authorities</u>	<p>Strategies and business plans for Council, directorates, departments and services.</p> <p>Partnership strategies are developed to meet community, enterprise and environmental objectives.</p>	<p><b>Website/Email/Telephone</b></p> <p><a href="#">Corporate Plan 2021-2023</a></p> <p><a href="#">Community Plan</a></p> <p><a href="#">Community Plan - Summary of Progress</a></p> <p><a href="#">Local Development Plan</a></p> <p><a href="#">Performance Improvement Plan</a></p> <p><a href="#">Regeneration and Economic Development Strategy</a></p> <p><a href="#">Culture, Arts and Heritage Strategy</a></p> <p><a href="#">Tourism Experience Development Plan</a></p> <p><a href="#">Play Strategy</a></p> <p><a href="#">Good Relations Programme</a></p> <p><a href="#">Sports Facility Strategy</a></p> <p><a href="#">Irish Language Strategy</a></p>

Class of Information	Description	How it can be accessed
		<p><a href="#">Chief Executive's Department Annual Business Plan 2021-22 - Page 73</a></p> <p><a href="#">Active and Healthy Communities Directorate Annual Business Plan 2021-22 – Page 40</a></p> <p><a href="#">Corporate Services Directorate Annual Business Plan 2021-22 - Page 86</a></p> <p><a href="#">Enterprise, Regeneration and Tourism Directorate Annual Business Plan 2021-22 – Page 38</a></p> <p><a href="#">Neighbourhood Services Directorate Annual Business Plan 2021-22 - Page 20</a></p> <p><a href="#">Newry, Mourne and Down Active Travel Masterplan</a></p> <p><a href="#">Local Biodiversity Action Plan</a></p> <p><a href="#">Revised Equality Scheme 2020</a></p> <p><a href="#">Equality Action Plan</a></p> <p><a href="#">Disability Action Plan</a></p> <p><a href="#">Downpatrick Town Centre Regeneration</a></p> <p><a href="#">Newry Regeneration</a></p> <p><a href="#">Belfast Region City Deal</a></p> <p><a href="#">Urban and Rural Regeneration</a></p> <p><a href="#">South East Area European Maritime and Fisheries Fund</a></p> <p>For further information contact <a href="#">Customer Services</a></p>
Internal and external organisation performance reviews, including external audits	Information about Council's arrangements for continuous improvement in the exercise of their functions.	<p><b>Website</b></p> <p><a href="#">Performance</a></p> <p><a href="#">Agenda for Audit Committee and Strategy, Policy and Resources Committee</a></p>



Class of Information	Description	How it can be accessed
		<a href="#">Minutes for Audit Committee and Strategy, Policy and Resources Committee</a>
Economic Development Action Plan	Details of Council's economic priorities and objectives to regenerate and revitalise the district in line with the Corporate Plan.	<b>Website</b> <a href="#">Regeneration and Economic Development Strategy</a>
Statistical information produced in accordance with Council and Departmental requirements	Information about population, employment, etc. in the district.	<b>Website</b> <a href="#">Corporate Publications</a> <ul style="list-style-type: none"> <li>NMD Connect and Corporate Plan</li> </ul>
Data protection impact assessments (in full or summary format), or any other impact assessments (e.g. Health and safety impact assessments, equality impact assessments, rural needs) as appropriate and relevant	Assessments carried out to identify the impact of Council's services and strategies are available from the relevant service  Data Protection impact assessments: Equality impact, rural needs assessments: Health and Safety impact assessments:	<b>Website/Email/Telephone</b> Available on request to:  <a href="#">Compliance Team</a> <a href="#">Equality and Policy</a> <a href="#">Health and Safety</a>
Service Standards	Defines what a customer can expect from a service and how it should be delivered.	<b>Website</b> <a href="#">Building Control Service Level Agreement</a>
Statutory Returns	Information provided to relevant government departments and agencies on Council's delivery of statutory obligations.	<b>Website/Email/Telephone</b> HR complete and submit employment surveys upon the Equality Commission's request. These are available on request to <a href="#">Human Resources</a> .  For Quarterly Equality Screening Reports go to <a href="#">Equality</a> For Rural Needs Annual Monitoring Reports go to <a href="#">Equality</a>  <a href="#">Building Control Report 01.09.2021-31.03.2022 -</a>



Class of Information	Description	How it can be accessed
		<p>Page 101  <a href="#">Building Control Report 01.03.2021-31.08.2021 - Page 46</a>  <a href="#">Licensing Report 01.09.2021-31.03.2022 - Page 106</a>  <a href="#">Licensing Report 01.03.2021-31.08.2021 - Page 69</a></p> <p>For Planning Monthly Performance Figures click on the relevant <a href="#">Enterprise, Regeneration and Tourism Committee Meeting Agenda</a></p> <p>For Quarterly Figures on Fixed Penalty Notices issued for Dog Fouling and Litter/Fly Tipping click on the relevant <a href="#">Neighbourhood Services Committee Meeting Agenda</a></p> <p>Contact <a href="#">Customer Services</a> to request information from a specific service area</p>

## Class 4:- How we make decisions

Decision-making processes and records of decisions.

Class of Information	Description	How it can be accessed
Timetable of Council Meetings	List of current meetings.	<b>Website</b> <a href="#">Schedule of Meetings</a>
Agendas, officers' reports, background papers and minutes of Council committee and sub-committee meetings	Information that is required to be publicly available under local authority access to information rules.	<b>Website</b> <a href="#">Newry, Mourne and Down Meeting Agenda</a> <a href="#">Newry, Mourne and Down Meeting Minutes</a> <a href="#">Newry, Mourne and Down Meeting Audio</a>
Major policy proposals and decisions	Information on partnerships, capital spend, resources, impact, etc on Council's major policy proposals and decisions.	<b>Website</b> <a href="#">Newry, Mourne and Down Meeting Agenda</a> <a href="#">Newry, Mourne and Down Meeting Minutes</a> <a href="#">Newry, Mourne and Down Meeting Audio</a>
Background information relating to major policy proposal and decisions	Facts and analyses of facts relevant and important to the framing of major policy proposals and decisions	<b>Website</b> For particular analyses, see the report on the matter or decision in question (listed by meeting where the decision was made) in <a href="#">Council &amp; Committee Minutes</a> and <a href="#">Agenda</a>
Public Consultations	Details of consultation exercises undertaken by Council with the community and other stakeholders.	<b>Website</b> <a href="#">Consultations</a>
Internal Communications guidance, criteria used for decision making, internal instructions, manuals and guidelines	Council has adopted a written Constitution which sets out how the Council operates, how decisions are made and the procedures which are followed.	<b>Website</b> <a href="#">Council Constitution</a> <a href="#">Council Decision Making Process</a>

## Class 5:- Our policies and procedures

Current written protocols, policies and procedures for delivering our services and responsibilities.

Class of Information	Description	How it can be accessed
Policy and procedures for the conduct of Council business	Information on the policies which govern the administration of the Council, its Committees and Officers	<b>Website</b> <a href="#">Council Constitution</a>
Policies and procedures for the provision of services	<p>Council's written protocol's, policies and procedures for delivering our services and responsibilities.</p> <p>Some examples are provided:</p>	<p><b>Website/Email/Telephone</b></p> <p><a href="#">Access to Countryside Policy and Procedure</a></p> <p><a href="#">Postal Numbering and Street Nameplates</a></p> <p><a href="#">Street Trading</a></p> <p><a href="#">Births, Deaths, Marriages and Civil Partnerships</a></p> <p><a href="#">Safeguarding Policy</a></p> <p><a href="#">Privacy Policy</a></p> <p><a href="#">Access to Information Policy and Procedure</a> presented to the Committee on 13 June 2019, <a href="#">pages 220 – 252</a></p> <p><a href="#">Records Management Policy and Procedure</a> presented to the Committee on 12 September 2019, <a href="#">pages 118 - 160</a></p> <p><a href="#">Social Media and Acceptable Use Policy and Procedure</a> presented to the Committee on 17 June 2021, <a href="#">pages 8 - 36</a></p> <p>Contact <a href="#">Customer Services</a> to request information from a specific service area</p>
Policies and procedures about the recruitment and employment of staff	Information on Council's current vacancies and recruitment process.	<p><b>Website/Email/Telephone</b></p> <p><a href="#">Newry, Mourne and Down Jobs</a></p> <p><a href="#">Newry, Mourne and Down Current Vacancies</a></p> <p><a href="#">Section 75 Statutory Duties</a></p> <p>For further information contact <a href="#">Human Resources</a></p>



Class of Information	Description	How it can be accessed
Customer Service	<p>Complaints procedure:</p> <p>Complaints covering requests for information:</p> <p>To make a complaint about the conduct of a Councillor:</p>	<p><b>Website</b></p> <p><a href="#">Making a Complaint</a></p> <p><a href="#">Access to Information - Complaints and Appeals</a></p> <p><a href="#">NI Local Government Commissioner for Standards</a></p>
Records management and personal data policies	<p>Records retention and disposal schedule, security and data protection (including data sharing and CCTV usage) policies.</p>	<p><b>Email/Telephone</b></p> <p>Records Management Policy and Procedure presented to the Committee on 12 September 2019, <a href="#">pages 118 - 160</a></p> <p>Access to Information Policy and Procedure presented to the Committee on 13 June 2019, <a href="#">pages 220 - 252</a></p> <p>Retention and Disposal Schedule available on request to <a href="#">Head of Compliance</a></p>
File Plans (high level, for current records management systems)	<p>A file plan is a tool used to manage Council records.</p>	<p><b>Email/Telephone</b></p> <p>For information on file plans contact <a href="#">Head of Compliance</a></p>
Charging regimes and policies	<p>Charges for documents, requests and Council services.</p>	<p><b>Website</b></p> <p><a href="#">Charging for Information</a></p> <p><a href="#">Births, Deaths, Marriages and Civil Partnerships</a></p> <p><a href="#">Business Licensing</a></p> <p><a href="#">Bulky Waste Collection Service</a></p> <p><a href="#">Buy a Bin</a></p> <p><a href="#">Building Control Fees and Charges</a></p> <p><a href="#">Car Parking Charges</a></p>



Class of Information	Description	How it can be accessed
		<a href="#">Dog Licensing</a>
		Contact Department for Infrastructure for <a href="#">Planning Fees</a>

## Class 6:- Lists and registers

Information that Council holds in registers required by law or relating to Council functions

Class of Information	Description	How it can be accessed
Public registers and registers held as public records	Information held in registers that is available for public inspection in compliance with UK GDPR. Public registers include: <ul style="list-style-type: none"> <li>• Air quality</li> <li>• Food businesses</li> <li>• Licensing</li> <li>• Planning applications</li> <li>• Public rights of ways</li> <li>• Public Health Funerals</li> </ul>	<b>Email / Telephone</b> Contact <a href="#">Customer Services</a> to request information from a specific service area
Asset Registers	Council holds registers on its capital assets; an annual analysis of these assets is provided	<b>Website/Email/Telephone</b> <a href="#">Annual Statement of Accounts</a>  For more information contact <a href="#">Customer Services</a>
CCTV	The locations of any overt CCTV surveillance cameras operated by, or on Council's behalf	<b>Email/Telephone</b> Information is available on request to <a href="#">Facilities Department</a>
Disclosure Log	Information in relation to requests for information under FOIA and EIR legislation	<b>Email/Telephone</b> 2018/19 statistics presented to the Committee on 13 June 2019, <a href="#">page 219</a> 2019/20 statistics on 11 June 2020, <a href="#">page 234</a> 2020/21 statistics on 13 May 2021, <a href="#">page 45</a>  Information also available on request to <a href="#">Head of Compliance</a>

Class of Information	Description	How it can be accessed
Register of Councillors' financial and other interests	Register of Member's interests in accordance with the Local Government Act (NI) 2014	<b>Website</b> <a href="#">Councillors' Interests</a>
Senior Officers' Declaration of Interests	The names, departments, sections and job titles of all officers who have made entries. In relation to Chief Officers, information recorded in the 'professional' element of the register should also be disclosed subject to consideration of the UK GDPR	<b>Website</b> [Link to be inserted]
Register of Gifts and Hospitality	Details of gifts, given or received, hospitality and from which organisation and travel.	<b>Email/Telephone</b> Information is available on request to <a href="#">Customer Services</a>
Licensing and Planning Highways, Commons, Footpaths	Lists and registers about licensing, planning, highways, commons and footpaths.	<b>Website/Email/Telephone</b> Available on request to:
	Access information on licensing	<a href="#">Licensing</a> <a href="#">Environmental Health</a>
	Access all Planning applications via the portal link on the Planning page:	<a href="#">Planning</a>
	Highways, Commons and Footpaths are not managed by NI Councils and further information can be found in the links provided.	<a href="#">NI Direct - Travel, Transport and Roads</a> <a href="#">NI Direct - Environment and Outdoors</a>
Register of Electors	The Register of Electors and information about the Register and where it can be inspected	<b>Email/Telephone</b> Available on request to <a href="#">Electoral Office for Northern Ireland</a> Or go to <a href="#">Inspecting the Electoral Register</a>

### Class 7:- The services we offer

Information about services the Council provides, including leaflets, guidance and newsletters.

Class of Information	Description	How it can be accessed
Regulatory and Licensing Responsibilities	<p>The regulatory and licensing functions of Council including compliance and enforcement</p> <p>Building Regulations</p> <p>Planning</p> <p>Licensing, Registration and Certification</p>	<p><b>Website/Email/Telephone</b></p> <p><a href="#">Building Control</a></p> <p><a href="#">Planning Applications</a></p> <p><a href="#">Local Development Plan</a></p> <p><a href="#">Amusement Permits</a></p> <p><a href="#">Cinema Licensing</a></p> <p><a href="#">Dog Licensing including Breeding Establishment Licensing</a></p> <p><a href="#">Entertainment Licence</a></p> <p><a href="#">Food Premises Registration and Change of Registration</a></p> <p><a href="#">Petroleum Licensing</a></p> <p><a href="#">Pavement Café Licensing</a></p> <p><a href="#">Postal Numbering and Street Nameplates</a></p> <p><a href="#">Civil Marriages and Partnerships</a></p> <p><a href="#">Street Trading</a></p> <p><a href="#">Special Events on Public Roads</a></p> <p><a href="#">Society Lottery</a></p> <p>Contact <a href="#">Environmental Health</a> for:</p> <ul style="list-style-type: none"> <li><a href="#">Hairdresser Licensing</a></li> </ul>



Class of Information	Description	How it can be accessed
		<ul style="list-style-type: none"> <li>• Tattoos, Piercing and Acupuncture Registration</li> <li>• Cooling Towers Registration</li> <li>• Caravan Park and Camping Site Licensing</li> <li>• Environmental Protection</li> <li>• Food Safety</li> <li>• High Hedges</li> <li>• Home Safety</li> <li>• Housing</li> <li>• Pest Control</li> <li>• Public Health Complaints</li> <li>• Health and Wellbeing</li> <li>• Abandoned and Nuisance Vehicles</li> </ul> <p>Contact <a href="#">Leisure and Sport</a> for Sports Ground Safety Licensing</p> <p>Contact <a href="#">Legal Administration</a> for information on district bye-laws.</p> <p>Contact the General Register Office for <a href="#">Life Event Certificates</a></p>
Services for local businesses	Business services and advice in respect of financial support, property advice, business opportunities, recruitment of staff, etc.	<p><b>Website</b></p> <p><a href="#">Information about Brexit</a></p> <p><a href="#">Business Support</a></p> <p><a href="#">Business Guidance</a></p> <p><a href="#">Digital Transformation Programme</a></p> <p><a href="#">Digital Growth Programme</a></p> <p><a href="#">Go For It Programme</a></p> <p><a href="#">Make It Local Programme</a></p>

Class of Information	Description	How it can be accessed
		<a href="#">Business Growth Programme</a> <a href="#">Tender For Growth Programme</a> <a href="#">Sales Accelerator Programme</a> <a href="#">South East Area Fisheries Local Action Group</a> <a href="#">Dog Breeding Establishments</a> <a href="#">Environmental Health</a> <a href="#">Business Grants and Funding</a> <a href="#">Markets and Fairs</a> <a href="#">Procurement and Tenders</a> <a href="#">Newry City Centre Regeneration Planning Guides</a>
Services for other organisations	Information on services and assistance Council provides, e.g. school groups and youth groups.	<p>For more information visit <a href="#">NMD Business</a></p> <p><b>Website/Email/Telephone</b>  <a href="#">Environmental Education - Help and Assistance for Schools and Groups</a>  <a href="#">Active Travel</a></p> <p>Museums School Tours – contact <a href="#">Museums</a></p> <p>Tourist signage – contact <a href="#">Visitor Services and Attraction Information</a></p> <p><b>Website/Email/Telephone</b>  <a href="#">Register a Birth</a>  <a href="#">Register a Death</a>  <a href="#">Civil Marriage Ceremonies</a>  <a href="#">Weekly Bin Collection and Calendar</a></p>

Class of Information	Description	How it can be accessed
		<p> <a href="#">Bin Collection Information</a>  <a href="#">Black Bin Information</a>  <a href="#">Missed Bin Information</a>  <a href="#">Assisted Bin Lift - Special Circumstances</a>  <a href="#">Blue/Green Bin Recycling</a>  <a href="#">Brown Bin Recycling</a>  <a href="#">Food Waste Caddy and Liners</a>  <a href="#">Household Recycling Centres</a>  <a href="#">Enforcing Laws on Littering and Flytipping</a>  <a href="#">Dog Warden Services</a>  <a href="#">Public Toilets</a>  <a href="#">Public Toilet Facilities for People with Disabilities</a>  <a href="#">Environmental Health - Residential</a>  <a href="#">Gaelige - Irish Language Unit</a>  <a href="#">Breastfeeding Welcome Here Scheme</a>  <a href="#">Nappy Refund Scheme</a>  <a href="#">Communities Leading Change - Participatory Funding</a>    For information on approved civil marriage/civil partnership venues contact <a href="#">Registration</a>    For information on Planning Enforcement, Tree Preservations Orders, Conservation Areas contact the <a href="#">Planning Department</a>    For information on Town Centre CCTV contact <a href="#">Customer Services</a> </p>

Class of Information	Description	How it can be accessed
		<p>To report an abandoned vehicle contact <a href="#">Environmental Health</a></p> <p>For information on the NI Housing Executive Affordable Warmth Scheme contact <a href="#">Customer Services</a></p>
Services for which Council is entitled to recover a fee together with those fees	Services for which Council is entitled to recover a fee include Building Control, Births, Deaths and Marriages and Licensing.	<p><b><a href="#">Website/Email/Telephone</a></b></p> <p><a href="#">Marriages</a></p> <p><a href="#">Civil Partnerships</a></p> <p><a href="#">Leisure and Sport</a></p> <p><a href="#">Building Control</a></p> <p><a href="#">Municipal Cemeteries</a></p> <p><a href="#">Planning</a></p> <p><a href="#">Community Centres</a></p> <ul style="list-style-type: none"> <li>• <a href="#">Community Facilities - Hire Charges</a></li> <li>• <a href="#">Community Facilities - Booking Form</a></li> <li>• <a href="#">Community Facilities - Conditions of Hire</a></li> <li>• <a href="#">Community Facilities - Insurance Guidelines</a></li> <li>• <a href="#">Community Facilities - Sample Risk Assessment</a></li> </ul> <p><a href="#">Business Licensing</a></p> <p><a href="#">Dog Licensing</a></p> <p><a href="#">Car Parking</a></p> <p><a href="#">Bulky Waste Collection Service</a></p> <p><a href="#">Buy a Bin</a></p> <p>Contact Department for Infrastructure for <a href="#">Planning Fees and Forms</a></p>



Class of Information	Description	How it can be accessed
Information for visitors to the area, leisure information, events, museum and archive collections	Information about what's on in the local district including activities, historical sites, events, etc.	<p><b>Website/Email/Telephone</b></p> <p><a href="#">What's on and Events</a></p> <p><a href="#">Museums and Culture</a></p> <p><a href="#">NMD Museums</a></p> <p><a href="#">Leisure and Sport</a></p> <p><a href="#">Amenity areas</a></p> <p><a href="#">Municipal Parks and Open Spaces</a></p> <p><a href="#">Play parks</a></p> <p><a href="#">Areas of Outstanding Natural Beauty (AONB) in the District</a></p> <p><a href="#">Castlewellan Forest Park</a></p> <p><a href="#">The Carlingford Lough Greenway</a></p> <p><a href="#">The Mourne Mountains</a></p> <p><a href="#">Ring of Gullion</a></p> <p><a href="#">Castlewellan Forest Park Mountain Biking Trails</a></p> <p><a href="#">Places to stay</a></p> <p>Go to <a href="#">Visit Mourne Mountains</a> for Council's dedicated tourism website</p> <p><a href="#">Beach Equipment Loan Scheme - Cranfield</a>, for more information visit <a href="#">Mae Murray Foundation</a></p> <p>For more information contact <a href="#">Visitor Services</a></p>
Leaflets, Booklets and Newsletters	Information on services provided by Council and its partners on specific matters, e.g. food waste recycling, business news and home safety.	<p><b>Website</b></p> <p><a href="#">District Electoral Areas</a></p> <p><a href="#">Complaints, Comments and Compliments Form</a></p>

Class of Information	Description	How it can be accessed
		<p><a href="#">Safeguarding - Advice for Customers Using Newry, Mourne and Down Council Facilities</a></p> <p><a href="#">Blue/Green Recycling Bin</a></p> <p><a href="#">Food Waste Recycling</a></p> <p><a href="#">Pest Control</a></p> <p><a href="#">Pest-control-services</a></p> <ul style="list-style-type: none"> <li>• <a href="#">Bedbugs</a></li> <li>• <a href="#">Cockroaches</a></li> <li>• <a href="#">Fleas</a></li> <li>• <a href="#">Garden Ants</a></li> <li>• <a href="#">Mice</a></li> <li>• <a href="#">Pigeons</a></li> <li>• <a href="#">Rats</a></li> <li>• <a href="#">Slugs</a></li> <li>• <a href="#">Spiders</a></li> <li>• <a href="#">Wasps</a></li> </ul> <p><a href="#">Food Allergy Advice</a></p> <p><a href="#">Home Safety - Window Blind Safety</a></p> <p><a href="#">NMD Business Ezine</a></p> <p><a href="#">NMD Housing Conference Booklet</a></p> <p><a href="#">Visit Mourne Mountains ENewsletter - Sign Up</a></p> <p><a href="#">Neighbourhood Watch Leaflet</a></p> <p><a href="#">Your First Steps to Running a Catering Business</a></p> <p><a href="#">NI Local Government Commissioner for Standards - Complain about a Councillor's Conduct</a></p> <p><a href="#">Emergency Flooding Leaflet</a></p>
Advice and Guidance	Advisory services and information provided for consumers, homeowners, tenants, businesses, etc.	<p><b>Website</b></p> <p><a href="#">Coronavirus Advice</a></p> <p><a href="#">Brexit Advice</a></p>

Class of Information	Description	How it can be accessed
		<p> <a href="#">Building Control Advice and FAQs</a>  <a href="#">Building Control and Radon Gas</a>  <a href="#">Energy Performance Certificates</a>  <a href="#">Nearly Zero Energy Buildings - Requirements for New Buildings</a>  <a href="#">How to Organise an Event</a>  <a href="#">Environmental Health - advice for residents:</a> <ul style="list-style-type: none"> <li>• <a href="#">Environmental Protection</a></li> <li>• <a href="#">Food Safety – see <a href="#">Food ratings</a></a></li> <li>• <a href="#">High Hedges</a></li> <li>• <a href="#">Home Safety</a></li> <li>• <a href="#">Housing</a></li> <li>• <a href="#">Pest Control</a></li> <li>• <a href="#">Public Health Complaints</a></li> <li>• <a href="#">Health and Wellbeing</a></li> </ul> <a href="#">Environmental Health - advice for businesses:</a> <ul style="list-style-type: none"> <li>• <a href="#">Consumer Safety</a></li> <li>• <a href="#">Food safety</a></li> <li>• <a href="#">Health and Safety</a></li> <li>• <a href="#">Housing Information for Landlords</a></li> <li>• <a href="#">Pollution, Prevention and Control</a></li> <li>• <a href="#">Port Health / Imported Foods</a></li> </ul> <a href="#">Emergencies</a>  <a href="#">Safeguarding</a>  <a href="#">Safer Communities</a>  <a href="#">Building Control</a>  <a href="#">Diversity &amp; Ethnic Minorities - Support Centre</a>  <a href="#">Community Support Programme</a>  <a href="#">Community Services, Facilities and Events</a> </p>

Class of Information	Description	How it can be accessed
		<a href="#">Active Travel</a> <a href="#">Road Safety</a>
Media Releases	Press statements and releases.	<b>Website</b> <a href="#">Press Office</a> <a href="#">News - Residents</a> <a href="#">News - Business</a> <a href="#">News - Council</a>
Election Information	Information on election results, forthcoming elections and voting procedures.	<b>Website</b> <a href="#">Elections 2019</a>

### Can't find what you're looking for?

Many visitors to our site find the search engine (on the top right of every page) helpful. If you still can't find what you're looking for, or if you require information in hard copy form, please [contact us](#).



## Charging for Information

The purpose of this Publication Scheme is to make the maximum amount of information readily available at minimum inconvenience and cost to the public on our website or printed publications (although the user will have to meet any charges by their Internet service provider, personal printing costs, etc.). In addition, most information can be inspected in person at Council offices by prior appointment and the majority of information requests to Council will be processed without charge, however, there may be some occasions when payment is required.

We can post you a copy of information held in the Publication Scheme or provide photocopies of information you have inspected on site, however photocopying, printing and postage charges may apply. Council will not charge for photocopying or printing which amounts to less than £5.00 and we will use our current postal delivery services to despatch information to you and will select the cheapest option available unless you tell us otherwise.

If we make a charge, we will confirm the payment before the information is provided, please see our current charges below:

### Charging Schedule

Where we do charge, the current rates are:

Printing and Photocopying:

- A4: £0.10 per sheet (B&W)    £0.20 per sheet (Colour)
- A3: £0.20 per sheet (B&W)    £0.40 per sheet (Colour)
- A2: £2.00 per sheet (B&W)    £4.00 per sheet (Colour)
- A1: £2.50 per sheet (B&W)    £5.00 per sheet (Colour)
- A0: £3.50 per sheet (B&W)    £7.00 per sheet (Colour)

Other:

- Certified copies: £30.00
- Staff time: £25 per hour (in line with the FOIA)
- Translating information - price on application
- Converting to other formats - price on application
- Special delivery or courier - price on application

## Requests for Information not Published under this Publication Scheme

### Freedom of Information

For the majority of FOIA requests there is no charge, however Section 12 of the FOIA may apply in certain cases should the cost of locating, retrieving and extracting the information exceed the appropriate limit. The limit for local authorities is £450.00 which represents the estimated cost of one person spending 18 hours determining whether the information is held and locating, retrieving and extracting it.

### Environmental Information Regulations

Regulation 8 of the EIR allows Council to charge for making environmental information available, but any such charge must be reasonable. In general, a reasonable charge is one comprising the costs involved in transferring the information to you and the staff time taken to locate the information.

If the process of finding and retrieving the information to satisfy a request will take more than 18 hours then the Council will charge at a rate of £25 per hour for the amount of time taken to locate the information.

### Data Protection Act / UK General Data Protection Regulation

When processing a Subject Access Request under the Data Protection Legislation, we must provide a copy of the information free of charge. However, we can charge a 'reasonable fee' when a request is manifestly unfounded or excessive, particularly if it is repetitive.

We may also charge a reasonable fee to comply with requests for further copies of the same information.

### Professional Charges

In exceptional circumstances, the Council may have to employ external specialists or other professionals to gather and prepare information to meet a specific request. A written estimate, to include time and materials spent by Council staff, will be given of the cost of providing such information. The Council will then aim to provide the information within a target of 20 days although this may be extended up to three months. All costs to be paid in advance.

### Building Control and Licensing Non-Statutory Fee Schedule

Please click [here](#) for the non-statutory fee schedule applicable to Building Control and Licensing services.

### Fees

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DRAFT



<b>Report to:</b>	<b>Strategy, Policy &amp; Resources</b>
<b>Date of Meeting:</b>	<b>11<sup>th</sup> August 2022</b>
<b>Subject:</b>	<b>Membership of Party Representative's Forum</b>
<b>Reporting Officer (Including Job Title):</b>	<b>Marie Ward, Chief Executive</b>
<b>Contact Officer (Including Job Title):</b>	<b>Sarah Taggart, Democratic Services Manager (Acting)</b>

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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<b>1.0</b>	<b>Purpose and Background</b>  In July 2022, Councillor Enright joined the Alliance Party bringing their membership to 3 Councillors. Councillor McMurray, as Party Leader of the Alliance Party, has queried how this increase to his Party membership would affect their representation on various Committees, as well as the Party Representative's Forum.
<b>2</b>	<b>Key Issues</b>
2.1	In March 2015 a report was tabled outlining the decisions to be taken in order to reach agreement on the make-up of External Bodies/Organisations; Council Committees, Sub-Committees and Working Groups (copy attached at Appendix 1)
2.2	At the Governance Committee on 10/03/15, the role of Party Representatives' Forum along with Membership and Terms of Reference was agreed (copy report attached at Appendix 2)
2.3	At the Governance Committee on 24/03/15 a report was tabled with regard to the Appointment of Representatives to External Bodies & Organisations which included details of the make-up of membership of these (copy report attached at Appendix 3)
2.4	In March 2015, a report was tabled regarding the establishment of Sub-Committees and Working Groups of Council which stated Sub-Committees would not have any decision-making authority but would make recommendations to a 'parent' committee. Membership would be appointed from within the Committee using Quota of Greatest Remainder with sub-committees being no more than a maximum of 1/3 size of the Committee and may be supplemented with the use of lay membership. Working Groups would be established on a task and finish basis to consider and take forward discrete issues. Membership arrangements for these would vary and be via local arrangement, determined by Council e.g. Cross-Party etc.
2.5	In September 2020 a report was tabled at SPR Committee with regard to Membership of Party Representatives' Forum whereby it was agreed to retain the current membership of the forum (copy minute attached at Appendix 4)

2.6	In May 2022 it was recommended by the Party Reps Forum to amend the Terms of Reference to reflect that membership is based on party strength as at Elections (copy minute attached at Appendix 5).
<b>3.0</b>	<b>Recommendations</b>
3.1	Members to agree the updated Terms of Reference for the Party Representatives' Forum (attached at Appendix 6).
<b>4.0</b>	<b>Resource implications</b>
	N/A
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>

6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<b>Appendices</b>
	<p>Appendix 1 – Report on decisions to be made at Council AGM in March 2015</p> <p>Appendix 2 – Report on Reconstitution of Party Reps Forum in March 2015</p> <p>Appendix 3 – Report on Representatives to External Bodies &amp; Organisations – March 2015</p> <p>Appendix 4 – Minute from SPR Committee Meeting held in September 2020.</p> <p>Appendix 5 – Minute from Party Reps Forum held in May 2022.</p> <p>Appendix 6 – Terms of Reference for Party Reps Forum</p>
8.0	<b>Background Documents</b>

Council AGM – 31 March 2015: Explanatory Notes

	Points to Note
<p align="center"><b>Agenda Items</b></p>	<p>Presiding Councillor will chair proceedings for duration of meeting as term continues up to and including 31/03/2015</p> <p>(Ref; LG Transitional, Supplementary, Incidental Provisions and Modifications) Regs (NI) 2014</p>
<p align="center"><b>Agree Standing Orders</b></p>	<p>Council required to agree Interim Standing Orders pending finalisation of Standing Order regulations</p>
<p>Governance arrangements, including:</p> <ul style="list-style-type: none"> <li>• Committee structures</li> <li>• Committee terms of reference</li> <li>• Scheme of delegation</li> <li>• Council Constitution (to be considered at AGM)</li> <li>• Special Responsibility Allowance</li> </ul>	<p>Committee Structures – 4 Standing Committees; Planning Committee and Audit Committee agreed by Shadow Council at Governance Committee 09/12/2014 – ratified by Shadow Council on 06/01/2015</p> <p>Terms of Reference agreed at Governance Committee 13/01/15 – ratified by Shadow Council on 03/02/15</p> <p>Scheme of delegation tabled at Governance Committee 10/03/2015; to be ratified by Shadow Council 31/03/2015</p>
<p align="center"><b>Agree method for the appointment of Positions of Responsibility</b></p>	<p>Schedule 1 of LG Act (NI) 2014 refers. Qualified majority vote is required; Default method is d'hondt</p>
<p align="center"><b>Appointment of Positions of Responsibility</b></p>	<p>Refer to appendix 1 for list of appointments deemed to be Statutory Positions of Responsibility and 'picks' made at Mock AGM 10 March 2015</p>
<p align="center"><b>Agree method for appointments to Committees</b></p>	<p>Ref: LG Act (NI) 2014, part 4 and schedule 2. Quota of greatest remainder is the default method – Quota of Greatest Remainder</p>
<p align="center"><b>Appointments to Committees</b></p>	<p>Report on Committees and report on quota of greatest remainder</p> <p>Committee Structure is as follows:</p> <ul style="list-style-type: none"> <li>• Enterprise, Regeneration and Tourism</li> <li>• Active and Healthy Communities</li> <li>• Regulatory and Technical Services</li> <li>• Strategic Planning and Resources</li> <li>• Planning Committee</li> <li>• Audit Committee</li> </ul> <p>Refer to Appendix 2 for detail including 'picks' made at Mock AGM 10 March 2015</p>
<p align="center"><b>Agree arrangements for the appointment of positions other than Positions of Responsibility</b></p>	<p>Arrangements agreed at Governance Committee on 10 March 2015; to be ratified by Shadow Council 31 March 2015</p>



Appointments to positions, other than Positions of Responsibility	Refer to appendix 3 for arrangements agreed at Mock AGM 10 March 2015
Role of Party Representatives' Forum	Report on role on Party Representatives' Forum presented to Governance Committee on 10/03/15; for ratification by Shadow Council 31 March 2015
Agree schedule of meetings for incoming year	Schedule of meetings for 2015/2016 was agreed at Governance Committee 05/01/2015; ratified at (Shadow) Council 03/02/2015 – attached at appendix 5 – See modifications in red
Designation of the Chief Financial Officer	
Miscellaneous Correspondence	<p>The Somme Association re:</p> <ul style="list-style-type: none"> <li>• Invitation for the Council to be represented at the 2015 Somme Pilgrimage for the 99<sup>th</sup> Anniversary from 28 June to 2 July 2015 (estimated price is £580 per person).</li> <li>• Invitation for the Council to be represented at the 2015 Gallipoli Pilgrimage from 4<sup>th</sup> to 10<sup>th</sup> October 2015 (estimated price is £1350 per person).</li> </ul>

## Appendix 1

Statutory Positions of Responsibility – Total of 64

100

POSITION	PICKED BY
Chair of Council Year 1	SF
Chair of Council Year 2	SDLP
Chair of Council Year 3	SF
Chair of Council Year 4	SDLP
Deputy Chair of Council Year 1	SDLP
Deputy Chair of Council Year 2	DUP
Deputy Chair of Council Year 3	SF
Deputy Chair of Council Year 4	SF
Chair - ERT Year 1	SDLP
Chair - ERT Year 2	UUP
Chair - ERT Year 3	SDLP
Chair - ERT Year 4	SF
Deputy Chair - ERT Year 1	SF
Deputy Chair - ERT Year 2	SDLP
Deputy Chair - ERT Year 3	Clr Hyland
Deputy Chair - ERT Year 4	SDLP
Chair - AHC Year 1	SF
Chair - AHC Year 2	SDLP
Chair - AHC Year 3	DUP
Chair - AHC Year 4	SDLP
Deputy Chair - AHC Year 1	SDLP
Deputy Chair - AHC Year 2	SF
Deputy Chair - AHC Year 3	UUP
Deputy Chair - AHC Year 4	SDLP
Chair - RTS Year 1	SDLP
Chair - RTS Year 2	SF
Chair - RTS Year 3	SDLP
Chair - RTS Year 4	SF
Deputy Chair - RTS Year 1	SF
Deputy Chair - RTS Year 2	SDLP
Deputy Chair - RTS Year 3	SF
Deputy Chair - RTS Year 4	SF
Chair - SPR Year 1	UUP
Chair - SPR Year 2	Alliance
Chair - SPR Year 3	SF
Chair - SPR Year 4	SDLP
Deputy Chair - SPR Year 1	UKIP
Deputy Chair - SPR Year 2	Clr Enright
Deputy Chair - SPR Year 3	Alliance
Deputy Chair - SPR Year 4	DUP
Chair - Planning Year 1	Clr Tinnelly
Chair - Planning Year 2	SF
Chair - Planning Year 3	DUP
Chair - Planning Year 4	SF
Deputy Chair - Planning Year 1	SF
Deputy Chair - Planning Year 2	UUP
Deputy Chair - Planning Year 3	SDLP
Deputy Chair - Planning Year 4	SDLP
Partnership Panel for NI: 4 Year Term	SDLP
NI Housing Executive: 4 Year Term	SF
Reserve Forces & Cadets' Assoc for NI: 4 Year Term	Alliance
Arc21 - Position 1: 4 Year Term	SDLP
Arc21 - Position 2: 4 Year Term	DUP
Arc21 - Position 3: 4 Year Term	SF
PCSP Position 1: 4 Year Term	SF
PCSP Position 2: 4 Year Term	SDLP
PCSP Position 3: 4 Year Term	SF
PCSP Position 4: 4 Year Term	SDLP
PCSP Position 5: 4 Year Term	DUP
PCSP Position 6: 4 Year Term	SF
PCSP Position 7: 4 Year Term	SDLP
PCSP Position 8: 4 Year Term	SF
PCSP Position 9: 4 Year Term	SDLP
PCSP Position 10: 4 Year Term	UUP

Appendix 2

Appointments to Committees – Mock Run AGM

Committee	Total Membership	Allocated by Quota of Greatest Remainder	D'Hondt pick at Mock AGM	Totals
Enterprise, Regeneration & Tourism	15	SF 5 SDLP 5 DUP 1 UUP 1	SF 1 SDLP 4 DUP 4	SF 6 SDLP 6 DUP 2 UUP 1 15
Active and Healthy Communities	15	SF 5 SDLP 5 DUP 1 UUP 1	DUP 1 Hyland 4 Enright 4	SF 5 SDLP 5 DUP 2 UUP 1 Hyland 1 Enright 1 15
Regulatory and Technical Services	15	SF 5 SDLP 5 DUP 1 UUP 1	UUP 1 Alliance 4 UKIP 4	SF 5 SDLP 5 DUP 1 UUP 2 Alliance 1 UKIP 1 15
Strategic Planning and Resources	15	SF 5 SDLP 5 DUP 1 UUP 1	DUP 1 Alliance 4 UKIP 4	SF 5 SDLP 5 DUP 2 UUP 1 Alliance 1 UKIP 1 15
Planning	12	SF 4 SDLP 4 DUP 1	UUP 1 Alliance 4 Tinnelly 4	SF 4 SDLP 4 DUP 1 UUP 1 Alliance 1 Tinnelly 1 12
Audit	10	SF 3 SDLP 3	Alliance 1 Hyland 4 Enright 4 Tinnelly 4	SF 3 SDLP 3 Alliance 1 Hyland 1 Enright 1 Tinnelly 1 10

# Appendix 3

## Appointments to external Bodies/Organisations (Non – Statutory Positions)

102

LAG Board Position 1	SF
LAG Board Position 2	SF
LAG Board Position 3	SF
LAG Board Position 4	SF
LAG Board Position 5	SDLP
LAG Board Position 6	SDLP
LAG Board Position 7	SDLP
LAG Board Position 8	SDLP
LAG Board Position 9	Unionist Grouping
LAG Board Position 10	Unionist Grouping
LAG Board Position 11	Unionist Grouping
LAG Board Position 12	Other
Warrenpoint Harbour Authority Nomination 1	SF
Warrenpoint Harbour Authority Nomination 2	SF
Warrenpoint Harbour Authority Nomination 3	SDLP
Warrenpoint Harbour Authority Nomination 4	SDLP
Warrenpoint Harbour Authority Nomination 5	DUP
Warrenpoint Harbour Authority Nomination 6	UUP
Louth, Newry, Mourne and Down (LNMD) Joint Committee Position 1	SF
LNMD Joint Committee Position 2	SF
LNMD Joint Committee Position 3	SF
LNMD Joint Committee Position 4	SDLP
LNMD Joint Committee Position 5	SDLP
LNMD Joint Committee Position 6	SDLP
LNMD Joint Committee Position 7	Other
LNMD Joint Committee Position 8	Other
LNMD Joint Committee Position 9	Other
East Border Region Position 1	SF
East Border Region Position 2	SF
East Border Region Position 3	SDLP
East Border Region Position 4	SDLP
East Border Region Position 5	Other
East Border Region Position 6	Other
NI LGA Position 1	SF
NI LGA Position 2	SF
NI LGA Position 3	SF
NI LGA Position 4	SDLP
NI LGA Position 5	SDLP
NI LGA Position 6	SDLP
NI LGA Position 7	Other
NI LGA Position 8	Other
National Association of Councillors 1	SF
National Association of Councillors 2	SF
National Association of Councillors 3	SF
National Association of Councillors 4	SDLP
National Association of Councillors 5	SDLP
National Association of Councillors 6	SDLP
National Association of Councillors 7	Other
National Association of Councillors 8	Other
Local Government Partnership of Travellers Issues Position 1	SF
Local Government Partnership of Travellers Issues Position 2	SDLP
Local Government Partnership of Travellers Issues Position 3	Other
Northern Ireland Amenity Council Position 1	SF
Northern Ireland Amenity Council Position 2	SDLP
Somme Advisory Council Position 1	Unionist Grouping
Somme Position Council Position 2	Unionist Grouping



<b>Report to:</b>	<b>Party Representatives' Forum</b>
<b>Subject:</b>	Reconstitution of the Party Representatives' Forum
<b>Date:</b>	10 March 2015
<b>Reporting Officer:</b>	Liam Hannaway, Chief Executive
<b>Contact Officer:</b>	Johnny McBride, Change Manager

### **Decisions Required**

Members are asked to note the contents of the report and consider and agree to:

- **The reconstitution and Terms of Reference for the Party Representatives' Forum**

1.0	<b><u>Purpose &amp; Background</u></b>
1.1	The purpose of this report is to recommend for Members' consideration the reconstitution and Terms of Reference for the Party Representatives' Forum. Members will be aware of the requirement to consider its reconstitution for 2015-16 and beyond as the Shadow period is drawn to a close.
2.0	<b><u>Key Issues</u></b>
	<b>Scope</b>
2.1	As is the case with the current arrangement, the purpose of the Forum will be to provide support to the Council's formal decision-making structures by enabling local Political Parties and Groupings, to consider important policy matters and related issues, in advance of presentation to Council.
2.2	It is important to note that in this regard it will remain a body without any decision-making authority and in doing so will continue to perform the role of a political "sounding-board" for Officials to explore important policy development issues. It should also be noted that a number of the Party Groupings on Council have also indicated the usefulness of the same Forum for exploring each others' policy positions in respect of certain matters. As is currently the case the intention would be to continue with the arrangement of circulating all Forum agenda, reports and minutes to all forty-one (41) Members of Council.
	<b>Composition &amp; Membership</b>
2.3	Following the presentation of options at the Party Representatives' Forum meeting in January 2015 and as a result of direct Member feedback, it is recommended the Forum's membership be comprised as follows: <ul style="list-style-type: none"> <li>▪ Mayor &amp; Deputy Mayor;</li> <li>▪ A maximum of one representative from each of the following recognised Political Parties on Council (Sinn Féin, SDLP, DUP and UUP); and</li> </ul>

	<ul style="list-style-type: none"> <li>▪ A single representative on behalf of Alliance, UKIP and the Independent Councillors <u>(this arrangement will require Alliance, UKIP and all Independents to come together as one Grouping)</u></li> </ul>
2.4	This would mean the Forum would be comprised (excluding the Mayor and Deputy Mayor) of 1 x Sinn Fein, 1 x SDLP, 1 x DUP, 1 x UUP and 1 x Representative on behalf of Alliance, UKIP and Independent Councillors. <b>(Total 7 representatives)</b>
2.5	Recommended Terms of Reference for the Forum are provided at <b>Appendix I.</b>
3.0	<b><u>Resource Implications</u></b>
3.1	There are no additional resource implications contained within this report as the Forum will be resourced from existing Council budgets.
4.0	<b><u>Appendices</u></b>
	<ul style="list-style-type: none"> <li>▪ <b>Appendix I – Terms of Reference</b></li> </ul>

## Newry, Mourne & Down District Council

### Party Representatives' Forum

#### -TERMS OF REFERENCE-

#### Scope

The Party Representatives' Forum ("the Forum") shall be responsible for:

- Providing support to the Council's formal decision-making structures by enabling local Political Parties and Groupings to consider important policy matters and related issues, in advance of presentation to Council or its Committees for decision;
- Performing the role of a political "sounding-board" for Officials to explore important policy development issues, as well as to enable Party Groupings on Council to explore each others' policy positions in respect of certain matters; and
- The Forum shall **not** have any decision-making authority.

#### Membership

The Forum shall be comprised of the following:

- Mayor / Chairman & Deputy Mayor / Chairman;
- A maximum of one representative from each of the following recognised Political Parties on Council (Sinn Féin, SDLP, DUP and UUP); and
- A single representative on behalf of Alliance, UKIP and the Independent Councillors (this arrangement will require Alliance, UKIP and all Independent Councillors to come together as one Grouping)

In the event the Alliance, UKIP and Independent Councillors cannot agree a single representative then this Grouping shall not be entitled to representation on the Forum.

The same shall also apply in the event any member of this Alliance / UKIP / Independent Councillors' Grouping withdraws support for the (previously agreed) representative.

#### Chairperson

The Forum shall be Chaired by the Mayor / Chairman.

In the absence of the Mayor / Chairman, the Forum shall be Chaired by the Deputy Mayor / Chairman.

In the absence of the Deputy Mayor / Chairman, a Chair for the meeting shall be agreed by the Political Parties and Groupings present.

### **Meetings**

All meetings of the Forum will be governed by the Standing Orders and the Code of Conduct.

Attendance at Meetings shall be restricted to the representatives considered as part of the Membership arrangements.

In exceptional circumstances, the attendance of other Councillors may be permitted. This however shall require the prior agreement of the Forum.

### **Agenda, Reports & Minutes**

All agenda, reports and minutes of the Forum shall be circulated to all forty-one (41) Members of Council.

### **Officer Support**

Primary officer support shall be provided by the Chief Executive and supplemented by the attendance of the Senior Management Team.

Additional Officer attendance may be required, on an exceptional basis, for specific issues but shall require the prior agreement of the Chair.



**Report to AGM – 31 March 2015**

**Subject:** Appointment of representatives to external bodies and organisations (excluding statutory positions of responsibility)

**Date:** 24 March 2015

**Reporting Officer:** Liam Hannaway, Chief Executive

**Contact Officer:** Eileen McParland, Democratic Services Manager

**Decisions required:**

Members are asked to note the contents of the report and consider and agree to the recommendations concerning:

- arrangements for the appointment of representatives to external bodies and organisations (excluding statutory positions of responsibility) to ensure proportionality.

**1.0 Purpose and Background:**

The purpose of this report is to recommend for members' consideration, arrangements for the proportionate allocation of members to external bodies and organisations (excluding statutory positions of responsibility).

**2.0 Key Issues:**

- 2.1 At Governance Committee Meeting on 10 February 2015 <sup>1</sup> arrangements for appointment of members to statutory positions of responsibility, including the term of appointment for external positions of responsibility were agreed.
- 2.2 Whilst Schedule 1 of the Local Government Act (NI) 2014 details arrangements to be followed by Councils for filling statutory positions of responsibility, this legislation does not extend beyond statutory positions of responsibility and the Council therefore has to make arrangements for such appointments.
- 2.3 It was agreed at Governance Committee Meeting on 10 February 2015 <sup>1</sup> as a general principle, the Council will not make appointments to those external bodies and other organisations to which Council may provide funding (it should be noted this does not apply to organisations such as NILGA, National Association of Councils and East Border Region etc). It was further agreed that no appointments will be made by the Council to the Boards of Community Centres or Community Associations.

- 2.4 Having taken the decision outlined in 2.3, the Governance Committee Meeting on 10 March 2015 agreed arrangements for appointments to other external bodies and organisations to ensure proportionality and the list of organisations to which the Council has agreed to appoint is listed at enclosure 1, together with proportionate method of allocation.

### **Resource Implications**

There are no recourse implications contained within this report.

### **Appendices:**

Enclosure 1 – List of external appointments.

## Enclosure 1

Organisation	Number of Members and recommended arrangements	Term
LAG Board	<b>12 Members:</b> 4 Sinn Fein, 4 SDLP, 3 Unionists, 1 other to be confirmed via local arrangement	4 years required
Warrenpoint Harbour Authority	<b>3 Members:</b> 2 Sinn Fein, 2 SDLP, 1 DUP, 1 UUP  Council must submit 6 names and Minister will choose 3 of names submitted	4 years required
Louth, Newry, Mourne & Down Joint Committee	<b>9 Members:</b> 3 Sinn Fein, 3 SDLP, 3 others to be confirmed via local arrangement	4 years required
East Border Region Board, East Bprder Region Forum	<b>6 – Members:</b> <b>3 – Members:</b> 2 Sinn Fein, 2 SDLP, 2 others to be confirmed via local arrangement 3 Directors to be appointed from the Forum Members	4 year term recommended
NILGA	<b>8 Members:</b> 3 Sinn Fein, 3 SDLP, 2 others to be confirmed via local arrangement	4 years required
National Association of Councillors (NAC)	<b>8 Members:</b> 3 Sinn Fein, 3 SDLP, 2 others to be confirmed via local arrangement	4 years recommended
Local Government Partnership on Travellers Issues	<b>3 Members:</b> 1 Sinn Fein, 1 SDLP, 1 other to be confirmed via local arrangement	4 years recommended
Northern Ireland Amenity Council	<b>2 Members:</b> 1 Sinn Fein, 1 SDLP	4 years recommended
SOMME Advisory Council	<b>2 Members:</b> 2 Unionists	4 years recommended

## **DEMOCRATIC SERVICES**

**SPR/130/2020**

### **MEMBERSHIP OF PARTY REPRESENTATIVE'S FORUM**

**Read:** Report dated 17 September 2020 from Mrs M Ward, Chief Executive regarding, Membership of Party Representatives Forum **(Copy circulated)**

Councillor Brown proposed the inclusion of the technical grouping with Councillor Tinnelly as group leader on the Party Representative's Forum, providing the group membership remained at 5 members as outlined within the circulated appendix document. This was seconded by Councillor Enright.

Councillor Brown stated over 10% of elected members had been excluded from an 'agenda-setting body' that discussed vitally important matters which was a huge democratic deficit. He also confirmed legal advice would be sought as a grouping, depending on the outcome of the report and asked for clarification as to why there had been no 'Equality Impact Assessment' noted as being carried out on the report.

Mrs Ward stated that the Equality Impact Assessment omission on the report was an administrative oversight. She stated however that legal advice had been sought and she was content that equality was not an issue.

Councillor Brown requested sight of the legal opinion before a decision was made.

Mrs Ward confirmed, in order to discuss the legal opinion, the Committee would need to go into closed session.

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

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



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

Following the overview of the legal advice provided by the Chief Executive, Members discussed the matter at length with the following comments:

Councillor Walker confirmed DUP were against the proposal, as it was not inclusive of all Independent Members. He stated the Party Reps Forum was not a decision-making body, with discussions on matters being presented to full Council or the relevant Committee which was the mechanism for Independent Members/Alliance to challenge same.

Councillor Lewis stated he would accept the Alliance Party becoming members on the forum, however not as part of a technical grouping.

Councillor Byrne confirmed the SDLP could not support the terms of reference that had been circulated, particularly the wording 'other relevant positions' as this could mean the technical grouping would then be above both Unionist Parties in importance. He stated the terms of reference did not make sense compared to the previous set that had been used in the past and as it stood, the technical grouping could reduce to 1 Member and stay as a grouping, therefore his Party would not be supporting the proposal.

Councillor Ó Muirí stated the grouping made up of independents, all elected on their own mandate, with diverse Political opinions, along with the Alliance Party did not meet the criteria set and therefore Sinn Féin would not be supporting Councillor Brown's proposal. He stated Sinn Féin would be content to welcome the Alliance Party if they had a third Councillor to meet the criteria.

Councillor Enright spoke in support of the proposal stating the Committee for the Administration of Justice had been consulted, who were of the opinion not having an Equality Impact Assessment on discontinuing the original terms of reference for Independents and Alliance warranted a potential Judicial Review. He stated the terms of reference had previously been used, worked well, and the previous Chief Executive had advised that all Independent Councillors should be given the right to be a member in order to avoid the possibility of having more than one group formed.

The Chairperson put Councillor Brown's proposal to include a technical grouping with Councillor Tinnelly as group leader on the Party Representative's Forum, providing the group membership remained at 5 members, to a recorded vote (copy of which is appended to these minutes), the results of which were as follows:

<b>FOR:</b>	<b>2</b>
<b>AGAINST:</b>	<b>11</b>
<b>ABSTENTIONS</b>	<b>0</b>

### **The proposal was LOST**

Councillor Brown proposed that the 2 Alliance party members become Members of the Party Rep's Forum. This was seconded by Councillor Enright.

Councillor Byrne suggested that Alliance and Independent members should reconvene and bring a report back when they had agreement and meet the set criteria for membership of the Forum. Councillor Savage concurred with this viewpoint.

Councillor Ó Muirí, for the benefit of Councillor Brown, explained he had stated he would welcome Alliance Members onto the Party Reps Forum if they had a third Councillor, as per the set criteria.

Mrs Ward clarified that the proposal being put forward would require an amendment to the terms of reference that currently exist as it stated a grouping of 3 or more. She suggested Councillor Brown may wish to consider further and bring a paper to the next SPR Committee Meeting.

Councillor Brown confirmed he would rather put the matter to a vote at this stage, and if the proposal was passed, the terms of reference would need to be amended.

The Chairperson put Councillor Brown's proposal, that the 2 Alliance Party Members become Members of the Party Reps Forum, to a recorded vote (copy of which is appended to these minutes), the results of which were as follows:

<b>FOR:</b>	<b>3</b>
<b>AGAINST:</b>	<b>10</b>
<b>ABSTENTIONS</b>	<b>0</b>

**The proposal was LOST**

<b>Agreed:</b>	<b>It was agreed to retain the current membership of the Party Reps Forum.</b>
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### **Membership of Party Reps Forum**

**Agreed:** It was agreed to amend the Terms of Reference for the Party Reps Forum to state that membership is based on party strength as at Elections.

## **Newry, Mourne & Down District Council Party Representatives' Forum**

### **-TERMS OF REFERENCE-**

#### **SCOPE**

The Party Representatives' Forum ("the Forum") shall be responsible for:

- Providing support to the Council's formal decision-making structures by enabling local Political Parties to consider important policy matters and related issues, in advance of presentation to Council or its Committees for decision.
- Performing the role of a political "sounding-board" for Officials to explore important policy development issues, as well as to enable Party Groupings on Council to explore each other's policy positions in respect of certain matters.
- The Forum shall not have any decision-making authority.

#### **MEMBERSHIP**

The Forum shall be comprised of the following:

- Chairperson;
- One representative from each of the following recognised Political Parties on Council based on Party strength at election (i.e. Sinn Féin, SDLP, DUP and UUP)
- In the year that Sinn Féin or SDLP do not hold Chair of Council, they are entitled to have a second Member on the Forum.

In the absence of the Chairperson, a Chair for the meeting shall be agreed by the Political Parties present.

#### **MEETINGS**

All meetings of the Forum will be governed by the Standing Orders and the Code of Conduct.

Attendance at Meetings shall be restricted to the representatives considered as part of the membership arrangements. Substitutions are permitted.

#### **OFFICER SUPPORT**

Primary officer support shall be provided by the Chief Executive and supplemented by the attendance of the Senior Management Team.

Additional Officer attendance may be required, on an exceptional basis, for specific issues but shall require the prior agreement of the Chair.



<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	11 August 2022
<b>Subject:</b>	Statutory reporting:  1) Section 75 Policy Screening Report – Quarterly Report for period April – June 2022  2) Newry, Mourne and Down District Council Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2021-2022
<b>Reporting Officer:</b>	Colin Moffett, Head of Corporate Policy
<b>Contact Officers:</b>	Colin Moffett, Head of Corporate Policy Suzanne Rice, Corporate Policy and Equality Officer

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

<b>For decision</b>	<b>For noting only</b>	<b>X</b>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p>In line with Council's Section 75 statutory duties and commitments within our approved Equality Scheme; policy screening reports are published quarterly; and Council will prepare an annual report on the progress made on implementing the arrangements set out in its equality scheme to discharge its Section 75 statutory duties.</p> <p>The Quarterly Report for the period April to June 2022, including screening reports, is available on Council's website <a href="http://www.newrymournedown.org">www.newrymournedown.org</a>.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	<p>As per the Council's approved Equality Scheme:</p> <ul style="list-style-type: none"> <li>• All policies Council proposes to adopt must be equality screened, prior to implementation, to assess the likely impact of the policy on the promotion of equality of opportunity and/or good relations.</li> <li>• Council must publish quarterly reports on equality screening which are available on Council's website and forwarded to equality scheme consultees.</li> <li>• The Section 75 annual progress report should be sent to the Equality Commission for Northern Ireland by 31 August each year and will follow any guidance on annual reporting issued by the Equality Commission.</li> <li>• The latest Section 75 annual progress report should be available on Council's website.</li> </ul>
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>I. To note the Section 75 Policy Screening Report – Quarterly Report for period April – June 2022.</p> <p>II. To note Newry, Mourne and Down District Council's Public Authority Statutory Equality and Good Relations Duties Annual Progress Report for the period 2021 -</p>

	2022 for submission to the Equality Commission for Northern Ireland by 31 August 2022.
<b>4.0</b>	<b>Resource implications</b>
4.1	No financial or resources implications are anticipated.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>

	Rural Needs Impact Assessment completed <input type="checkbox"/>
<b>7.0</b>	<b>Appendices</b>
	Appendix I: Section 75 Policy Screening Report – Quarterly Report for period April – June 2022 Appendix II: Newry, Mourne and Down District Council Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2021-2022
<b>8.0</b>	<b>Background Documents</b>
	Newry, Mourne and Down District Council Equality Scheme.

## Newry, Mourne and Down District Council Section 75 Policy Screening Report Quarterly Report April – June 2022

Policy	Details of policy	Screening Outcome
<b>New policies</b>		
Newry, Mourne and Down District Council's Performance Improvement Plan 2022-23	<p>The Performance Improvement Plan 2022-23 includes the following five objectives, all of which are clearly linked to the Community Plan and Corporate Plan 2021-23.</p> <ol style="list-style-type: none"> <li>1. We will encourage local people to lead healthy and active lives by improving the quality of our parks and open spaces</li> <li>2. We will grow the economy by supporting local businesses and creating new jobs</li> <li>3. We will improve the cleanliness of our District by addressing littering, fly tipping and dog fouling incidents</li> <li>4. We will build the capacity of local communities through the Financial Assistance Scheme</li> <li>5. We will improve the processing times of planning applications and enforcement cases by implementing the Planning Service Improvement Programme</li> </ol>	No EQIA considered necessary
Agile Working Policy	<p>This policy provides a framework for consistent and fair practice on the issues to be considered when implementing and managing agile working arrangements.</p> <p>This Policy aims to assist employees and line managers in providing a framework to assist with minimising risk and sets out the Council's</p>	No EQIA considered necessary



	<p>requirements for compliance and its duty of care to employees who work in a range of locations.</p> <p>The Policy should be read in conjunction with the current version of the Agile Working Guide which provides additional information to support agile working arrangements.</p> <p>This policy is distinct from the statutory right of some employees to make a Flexible Working request and from any other family friendly policies in existence for all employees.</p>	
<p>Decision calling for legal action by Council to compel compliance by Stormont with the Northern Ireland protocol</p>	<p>The decision relates to a Notice of Motion as follows:</p> <p><i>"This Council wishes to place on record it's concern with the actions of Minister Poots relating to the withdrawal of checks required for the implementation of the Protocol and his failure to comply with an International Treaty and legal obligations negotiated by the British Government with the EU.</i></p> <p><i>The Council further notes with concern that this is likely to impact its ability to meet the legal obligations for which it is responsible, relating to inspections at the Port.</i></p> <p><i>This Council joins with Belfast City council in initiating legal proceedings to compel the Minister and the British Government to comply with Protocol requirements, subject to any current derogations in the grace period."</i></p> <p>In the course of the initial debate on this matter at Council on 7 February 2022, it was clarified for Elected members by Belfast Legal Services that as opposed to <u>initiating</u> legal action, the likely course of action for Council would be to apply to be joined as a Notice party to any ongoing proceedings initiated by Belfast City Council. Although not formally amended, the discussion and debate around the issue has accepted that this would be the</p>	<p>No EQIA considered necessary</p>

	<p>mode of entry into 'legal proceedings' for NMDDC. This still requires an application on behalf of NMDDC to be appointed as a Notice party in the action.</p> <p>At the Council meeting where the decision was called-in for reconsideration the motion was amended to add the request that the decision be equality screened.</p>	
Draft Customer Charter and Customer Standards	The draft Customer Charter sets out Council's commitments to customer services and how they can play their part.	No EQIA considered necessary
Ill Health Retirement Policy	The aim of the policy is to ensure a consistent approach to managing an employee's ill health retirement through supporting employees who are unable to continue their employment with the Council due to ill health and acknowledges that some employees who are unable to return to work due to their health, may opt to apply for ill health retirement.	No EQIA considered necessary
Newry City Centre Regeneration Project	Regeneration of Newry city core to increase vibrancy and footfall, place-make, widen cultural offer, improve service delivery, attract visitors and further private sector investment.	No EQIA considered necessary
Non-Standard Pay Provisions	<p>This sets out the payment(s) an employee will receive for non-standard working.</p> <p>Council recognises that some employees may work outside of standard working hours and appropriate pay provisions should be in place for such working arrangements.</p> <p>Employees who are required to work beyond the full-time equivalent hours for the week, on a Saturday or Sunday, in the evening or at night, or on</p>	No EQIA considered necessary

	public/statutory holidays, are entitled to receive compensation for working at these times.	
Special Leave Provisions	The aim of the policy is to provide reasonable support to employees who need time off from work due to care for a dependent, deal with a serious issue affecting their home, fulfil statutory obligations, serve on public bodies etc. This procedure details the time off, both paid and unpaid, that may be given for various purposes. These arrangements are separate from annual leave and other time off provisions contained in other Council policies and procedures.	No EQIA considered necessary
<b>Reviewed policies</b>		
Bulky Collection Service	<p>This policy sets out Council policy with respect to the Collection of Bulky Items from households.</p> <p>Council provides a Bulky Collection Service, whereby householders may request collection of items as are too large to fit into the householder's standard wheeled bin.</p> <p>The Service is provided to remove household items but is not a 'household clearance' service.</p> <p>A charge applies for the Service, as is payable in advance. Service will be provided, normally within 10 working days and an allocated date will be agreed, in advance with the household requiring the collection.</p>	No EQIA considered necessary
Complaints, Comment and Compliment Policy	The policy aims to ensure a consistent approach by all Council employees to the receipt and management of complaints, comments and compliments	No EQIA considered necessary

Conflict of Interest Policy and associated Conflict of Interest Procedures	<p>The aim of the Conflict of Interest Policy is to ensure the Council's compliance with, and consistent application of, best practice in relation to Conflicts of Interest.</p> <p>This Policy applies to:</p> <ul style="list-style-type: none"> <li>all staff and Elected Members of Newry, Mourne and Down District Council;</li> <li>all those who work for Newry, Mourne and Down District Council (including but not limited to employees, agency staff, elected members, other public representatives, contractors, agents, consultants, servants of the Council and all third party data processors).</li> </ul> <p>All parties referred to above are responsible for complying with the terms of the Conflict of Interest Policy and Procedures.</p>	No EQIA considered necessary
Fleet Renewal Policy	The policy sets out the approach to reviewing Council's fleet.	No EQIA considered necessary
Fleet Telemetry System Policy	The policy sets out the aim to place telemetry devices in all Council vehicles, thus affording a measure of protection and security to the staff using them, as well as protecting these vehicles which are a very expensive/valuable asset.	No EQIA considered necessary
Guidelines and associated procedure in relation to the offer and acceptance of gifts to Council	The guidelines and associated procedure is to ensure a consistent approach is applied to the offer and acceptance of gifts to Council.	No EQIA considered necessary



Interim Policy – Issue/Collection of Wheeled Bins	<p>This policy sets out Council's refuse collection services in relation to the following:</p> <ul style="list-style-type: none"> <li>• Purchase of wheeled bins</li> <li>• Replacement of wheeled bins</li> <li>• Number of bins per household</li> <li>• Provision of assisted collections</li> <li>• Return for bins not collected</li> <li>• Collection Time</li> <li>• Missed Collection</li> <li>• Access to bin blocked</li> <li>• Lost/Stolen bins</li> </ul>	No EQIA considered necessary
Policy and associated Procedure in relation to the Erection of Commercial / Advertising Signage on Council Land and Property by Third Parties	The policy and associated procedure is to ensure a consistent approach is applied to the processing of applications by third parties to erect commercial/advertising signage on Council Land and Property	No EQIA considered necessary
Newry and Mourne Museum Collections Development Policy 2022-2025	<p>The document sets out the collections development policy for Newry and Mourne Museum.</p> <p>Newry and Mourne Museum is committed to providing a high-quality, dynamic and inclusive learning and recreational resource. As the area's collective memory bank, the museum will collect, preserve and interpret the diverse material and cultural heritage of Newry and Mourne in order to cultivate and promote pride, understanding and enjoyment of local cultures and traditions to the present day.</p>	No EQIA considered necessary

NMD Museums Loans Policy and Procedures	<p>The document sets out the loan policy and procedures for Down County Museum and Newry and Mourne Museum, known as NMD Museums. Both Museums hold Accreditation Standards through Arts Council England.</p> <p>NMD Museums borrows and lends objects for the purpose of public display and research, to:</p> <ul style="list-style-type: none"> <li>• make its Collections available to a wide and diverse audience</li> <li>• promote understanding of the history and material and cultural heritage of the Newry, Mourne and Down District Council area</li> <li>• enhance the reputation of NMD Museums and foster relationships with other cultural institutions</li> </ul>	No EQIA considered necessary
Smoke Free Policy	To comply with the Smoking (NI) Order 2006 – smoke free environment (Council facilities and vehicles). Use of Electronic cigarettes/ vapourisers is prohibited in Council premises and vehicles.	No EQIA considered necessary

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



### **Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2021-2022**

#### **Contact:**

➤ Section 75 of the NI Act 1998 and Equality Scheme	Name: Colin Moffett Telephone: 0330 137 4388 / 07951831086 Email: <a href="mailto:colin.moffett@nmandd.org">colin.moffett@nmandd.org</a>
➤ Section 49A of the Disability Discrimination Act 1995 and Disability Action Plan	As above <input checked="" type="checkbox"/> (double click to open) Name: Telephone: Email:

Documents published relating to our Equality Scheme can be found at:

[www.newrymournedown.org](http://www.newrymournedown.org)

#### **Signature:**



**This report has been prepared using a template circulated by the Equality Commission.**

**It presents our progress in fulfilling our statutory equality and good relations duties, and implementing Equality Scheme commitments and Disability Action Plans.**

**This report reflects progress made between April 2021 and March 2022**

## PART A – Section 75 of the Northern Ireland Act 1998 and Equality Scheme

### Section 1: Equality and good relations outcomes, impacts and good practice

- 1 In 2021-22, please provide examples of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved.

*Please relate these to the implementation of your statutory equality and good relations duties and Equality Scheme where appropriate.*

As a public authority, Newry, Mourne and Down District Council continues to strive to ensure that programmes, initiatives and activities undertaken by Council promote equality of opportunity and good relations. While the impact of the Covid-19 pandemic continued to have implications upon delivery of our functions, as a Council we continued to ensure that we met our statutory duty requirements during this reporting period.

In fulfilling our Section 75 statutory duties, Council has developed an Equality Scheme which has been approved by the Equality Commission for Northern Ireland. It outlines corporate responsibilities, legal commitments and specific actions.

Below is a summary of some of the outcomes and improvements achieved in the 2021-22 financial year:

#### Financial Assistance Programme 2021-2022

Newry, Mourne and Down District Council has several financial assistance programmes and questions related to how applicants' proposed initiatives will promote equality of opportunity and good relations are an element of the assessment and scoring criteria.

The following table sets specific examples of funding allocated in the 2021 - 2022 financial year:

Theme	Outcome
Good Relations Financial Assistance Scheme	£55,183 allocated to support 40 initiatives which engaged children and young people, addressed shared space, celebrating cultural expression and promoting Good Relations at a local level.



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Centenary of Northern Ireland Fund	£43,713 allocated to support 24 initiatives to mark the anniversary.
Irish Language Financial Assistance Scheme	£51,660 allocated to support 22 Initiatives aimed at promoting the Irish Language.
Minority Communities Fund	<p>£13,700 allocated to support 14 initiatives under the two distinct themes of the funding stream:</p> <ul style="list-style-type: none"> <li>○ <b>Theme 1: Cultural Expression</b> This theme is for projects/initiatives that positively promotes minority community culture, tradition and identity.</li> <li>○ <b>Theme 2: Positively engaging minority communities</b> This theme is for projects/initiatives to build positive relations, raise awareness and understanding, address perceptions and promote respect for minority communities.</li> </ul>

### Equality Action Plan 2020-2023

Implementation of Council's Equality Action Plan 2020-2023 which recommends key areas of activity and details positive actions relevant to our Council's functions.

The positive action measures have been set out under the following five principles of the Local Government Staff Commission's Equality and Diversity in Local Councils Framework to which Council have signed up to:

- Principle 1: Ensuring we work in a non-discriminatory environment, promote equality, and model best practice in equality and good relations
- Principle 2: Ensuring all our decisions are based on evidence to assess the likely impact of a policy on the promotion of equality of opportunity and good relations
- Principle 3: Providing access to services, facilities and information
- Principle 4: Recruiting and employing people fairly
- Principle 5: Responding to and learning from complaints and incidents in a positive and proactive way

Examples of outcomes and/or the impact of our equality action plan in 2021-2022 are set out later within this report.

### **Good Relations Programme & Council's District Electoral Area Forums**

Council continued with the implementation of the Council's Good Relations Programme through the Good Relations Strategy. The Council's Good Relations Strategy complements the themes outlined in the Together Building and United Community Strategy (TBUC) and the policy context both locally and regionally. Many of the actions detailed within the action plan are addressed at a local level through the Council's seven District Electoral Area (DEA) forums.

In the 2021-22 financial year, the work of the DEA Forums primarily concentrated on providing assistance to community groups and statutory agencies to help those most affected by the Covid-19 pandemic. This included the management and delivery of the food parcel scheme.

The Good Relations action plan also supported several initiatives directly such as those related to the management of bonfires and the integration of newcomer families to the District.

A summary of the projects is detailed below:

#### **➤ Shared Schools Animation Programme**

Given the difficulties provided by COVID over the past few years, council found it difficult to deliver shared schools programmes in the traditional face to face manner. The council developed 5 animated videos in partnership with PCSP, PSNI, Education Authority and DEA Coordinators. Animations have been sent to all primary and post primary schools in the District for use in class or at home and allow schools to continue to build on interschools relationships. The content of the animations is specifically be linked to the 4 key TBUC themes including racism, sectarianism, civic participation, safety and diversity. Further activities and workshop materials have also been provided for the schools to complete workshops with students.

#### **➤ Newry underpass Reimaging Programme**

In response to emerging issues within Newry City including defaced property and graffiti at the North Street Tunnel and Abbey Yard Tunnel, Newry. Graffiti was graphically offensive, and language which was racist, sectarian and anti PSNI. Four stakeholder groups were consulted including community, business and education sector reps. Panel boards depicting the history of Newry through the decades was designed and fixed to the walls of the underpass to cover the Graffiti and make the area more accessible and welcoming.

#### **➤ Small Grants Programme**

Council awarded Good Relations funding to 40 groups to encourage and enable them to undertake projects to promote Good Relations and/or address Good Relations issues in their locality. Awards ranged from a value of £750 to £1,500.



### ➤ **Bonfire management**

The Bonfire Management Sub Group, supported through the action plan and managed by the PCSP, held four meetings during this period (25 April 2021, 25<sup>th</sup> June 2021, 10<sup>th</sup> December 2021 and 8<sup>th</sup> March 2022).

The group consists of Elected Members and representatives from statutory agencies and is a facilitated discussion space. The Sub Group is a useful vehicle for considering and discussing politically sensitive and contentious issues, including those relating to events, policy and procedure, and guidance on the review of the Council's Bonfire Management Policy with a view of reaching a common understanding, agreement and actions.

Significant progress was also made on the drafting of a new Bonfire Policy for NMDDC during this period – a draft Bonfire Policy and supporting Bonfire Management Framework will be taken through Council for approval, following consideration by the PCSP Bonfire Sub Group.

Other initiatives supported during this period included the following:

### ➤ **Newry, Mourne & Down Intercultural Forum**

The forum is an interagency partnership committed to working together towards an inclusive community to create opportunities that embrace diversity.

### ➤ **Syrian Integration Group**

The Council is part of the Syrian Integration Group led by the Department for Communities (DfC) which aims to consider and address the practical steps that are needed to meet the immediate and longer-term needs of Syrian refugees arriving in the District through the Vulnerable Persons Relocation Scheme.

### ➤ **Inclusive cities**

Inclusive Cities is a knowledge exchange initiative supporting UK cities and their local partners to achieve a step-change in their approach towards the inclusion of newcomers in the city. Newry, Mourne and Down were selected to join Inclusive Cities in February 2020. The programme overall aims to create a step change in local authority practice within and throughout the city. It does this through the development of a city-wide action plan.

## **Councillors' Equality and Good Relations Reference Group**

The Equality and Good Relations Reference Group is a facilitated discussion space. The reference group is the Council's vehicle for considering and discussing politically sensitive and contentious issues, including those relating to events, policy and procedure, single issues requiring specific consideration for

## PART A

advice, and guidance on the establishment of wider good relations fora etc with a view of reaching a common understanding, agreement and actions.

Four meetings of the Equality and Good Relations Reference Group took place in the 2021-2022 period.

The Meetings were held on the 30 April 2021, 6 July 2021, 19 November 2021 and 18 February 2022.

A summary of some of the issues discussed and addressed included:

➤ **Notice of Motion – Northern Ireland 100 years**

In relation to the Northern Ireland Centenary, Council established and delivered a funding programme which provided financial support to mark this important Anniversary.

Twenty-four applications were successful in receiving funding. The total awarded was £43,713 with £20,000 funded through The Executive Office (District Council Good Relations Programme).

➤ **Matters related to John Mitchel statue and information panel**

A PEACE IV funded John Mitchel Educational Programme was delivered by Footsteps Consultancy. It included engagement with young people, development of an exhibition, delivery of a conference and agreeing the wording of an interpretive panel in conjunction with Museum Officers.

➤ **Consideration and discussion of draft policies, guidelines and associated procedures including:**

- Draft Policy for management of bonfires on Council property and Draft Bonfire management framework

➤ **Consideration and discussion of applications to locate artworks / sculptures on Council property**

The aim of Council's policy on new artworks/sculptures on Council property is to provide the framework for a consistent approach to consideration and decision-making in relation to requests for the installation of new public artworks/sculptures on council property.

Taking into account the potential political sensitivities related to such requests, it was agreed that all requests which meet basic eligibility criteria be forwarded to members of the Councillors' Equality & Good Relations Reference Group.

The Councillors' Equality and Good Relations Reference Group serves as a 'barometer of opinion' and its membership reflects the party-political representation on the Council and takes account of the need to create a space for minority political voices including Independent Councillors.



Should any member of the Councillors' Equality & Good Relations Reference Group believe the request merits discussion the application is then considered by the Councillors' Equality & Good Relations Reference Group. Requests must receive unanimous approval from the Councillors present at the Councillors' Equality & Good Relations Reference Group meeting to progress to full appraisal and assessment.

Should the members believe it does not merit discussion the application will proceed directly to full appraisal and assessment by a 3-Officer panel comprising the Director of Corporate Services or their representative and two other officers of Council.

During the reporting period 2021-2022 the following applications were considered and discussed at the Councillors' Equality & Good Relations Reference Group:

Request	Outcome
To place a sculpture of Willie Maley on Council property	Approved – Monaghan Row Corner, Newry identified as site.
Request to erect a mural at Ardmore Avenue Play Park	Approved
To locate an artwork in the main lobby or in the small meeting room of Saintfield Community Centre	Refused – The application did not receive unanimous approval.

➤ **Centenary Commemoration of the opening of the Ulster Tower on 20 November 2021**

Following discussion, it was agreed to recommend that Council give consideration to approving a delegation of four Councillors to attend the event.

➤ **Notion of Motion – Impact of misogyny and transmisogyny**

Further to consideration, during the reporting period 'Raise Your Voice' delivered two training sessions on 28 and 29 September 2021 over Zoom on the following:

- Let's talk about sexual harassment
- Everything you need to know about consent

➤ **Notice of motion – Irish Unity Working Group**

*"That this Council recognises that discussions about a constitutional change are now well underway and that Newry, Mourne and Down District Council have a duty to consult with its ratepayers on this*

*important issue and the implications for the Council area and the wider border corridor. Therefore, this motion calls on the Council to establish a working group on Irish unity and to begin a consultation with ratepayers and community and business representatives to assess views on the issues related to constitutional change."*

Matters discussed included the proposed working group's role and purpose, how discussion at such a working group would be framed, whether in establishing the working group was Council taking a corporate position on said matter, and the legal competency of Council in relation to becoming directly involved in what is a constitutional change issue.

➤ **Notice of Motion – School uniform policy**

*"This Council supports the choice of students to wear trousers as opposed to skirts and vice versa as part of their regulation uniform. In this age of equality, fairness and indeed comfort, no person should be forced to wear an item of uniform which is traditionally gender related.*

*This Council will make contact with all schools in the City and District of both primary and secondary level to encourage and promote that this choice be included in their uniform policy. Furthermore, to contact the Education Authority and Education Minister seeking their support in this matter."*

➤ **Notice of Motion – Covid Memorial**

*"This Council notes the serious impact that the Coronavirus pandemic has had on Northern Ireland. We recognise that many families have lost loved ones and note that death figures continue to rise. We wish to also acknowledge the sacrifice of service from our health service families along with those from across our voluntary and communities sector, who helped their communities at the time that they were at their most vulnerable.*

*The Council will seek to commission a memorial to be placed within the grounds of Downshire Civic Centre to mark the pandemic, collective loss and sacrifice of healthcare staff including those from the public, private and voluntary sector."*

➤ **Notice of Motion – HM Queen Elizabeth II Platinum Jubilee**

*"To ask Council to establish a funding programme to enable local citizens and community organisations across the District to mark the occasion of the Platinum Jubilee of Her Majesty Queen Elizabeth II."*

Following consideration and discussion it was agreed Council consider establishing a Queen's Platinum Jubilee financial assistance theme during 2022/2023 with a budget of £40,000.

## The Ethnic Minority Support Centre

During the reporting period the Ethnic Minority Support Centre had 2688 contacts (50% in person), with approximately 4000 phone calls taken. 75% of clients came from the Roma community. The remaining 25% were Bulgarian, Polish, Lithuanian migrants and Syrian refugees

The Centre worked in a blended mode: front-line services were delivered over the telephone and through online contacts, but face-to-face appointments were also available: with the passing months, the number of face-to-face contacts was steadily growing.

Nevertheless, Covid-19 restrictions and Brexit were still the two main factors which had the most significant impact on the work of the Ethnic Minority Support Centre last year.

Key elements of the Ethnic Minority Centre's work included:

➤ **Emergency funding from The Executive Office**

£10,000 was secured from The Executive Office to help migrants in financial hardship.

➤ **The Centre made 213 interventions**

Between September 2021 and March 2022, distributing Lidl cards averaging at £46.90 spent per intervention.

The Roma families who had suffered hardship due to Covid19 and isolation benefited the most. Another category of beneficiaries were migrants who needed financial assistance due to the Home Office delays in processing their EU migration status

➤ **The EU Settlement Scheme.**

The Ethnic Minority Centre was used for EU Registration as part of the EU Settlement Scheme. We were kept busy generating approximately 300 EU share codes: EU share codes are special codes for employers/doctors to prove EU citizens' right to live in Northern Ireland. To generate them, one must be computer literate and be able to write in English.

➤ **Ethnic Support/ Bolster Community/DFC Poverty Relief Fund and Homelessness prevention pilot**

The Ethnic Minority Support Centre through the link provided by the Bolster Community, Newry referred migrant families to the Poverty Relief Fund. Between Christmas and March 2022, the Centre conducted assessments and referred around **60 migrant families** to receive heating oil and electricity. The Centre also took part in the pilot project preventing homelessness among migrant families and provided immediate assistance to **49 Roma**



**families** (79 adults and 81 children), at least 19 Eastern European families, and 15 individuals.

➤ **Christmas Appeal**

The Centre distributed 50 food hampers and 100 toy packages among migrant families.

Courtesy of the Polish Consulate in Belfast, we provided £700 to 8 Polish families in need.

➤ **Ukraine Appeal**

The Centre took part in the Ukraine Appeal on the first Saturday and Sunday of March 2022. Together with Chernobyl Aid Newry, it packed 200 big boxes of dry food, medicine, toiletries, nappies, sleeping bags, flasks and torches donated by people in Downpatrick.

### Children and young people

Newry, Mourne and Down District Council is listed in the Children's Services Co-operation Act (NI) 2015 as a designated 'children's authority'.

Examples of relevant activity during the reporting period included:

➤ **Youth Voice**

Recruitment and establishment of a Youth Voice (youth engagement structure). It has 24 registered members from across the Council district with 100% participation rate and 85% satisfaction rate. An initial 2-day residential weekend was run in January 2022.

Of participants surveyed 100% reported an increase in knowledge and communication skills, with 80% reporting an increase in leadership and citizenship skills. Members have actively participated in a number of stakeholder consultation events across the district.

➤ **Implementation of Council's Play Strategy**

This relates to the creation of additional playparks with improved play value of facilities district wide. Implementation of this strategy has resulted in increased access to play parks and greater opportunity for stimulating play and physical activity that supports health outcomes.

### Disability

During the reporting period Council continued to implement the positive actions within its Disability Action Plan to meet its duties to have due regard to the need to promote positive attitudes towards disabled people; and encourage participation by disabled people in public life.

While greater detail is set out later within this report, positive actions included:



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- Continued implementation of a Shopmobility Scheme from Newcastle Centre, Newcastle and also Delamont Park.
- Further to the launch of 'Our Journey through Disability', officers continued to work in partnership with Children and Young People's Strategic Partnership (CYPSP) to address barriers for children and young people living with disabilities and implement recommendations to support the children, young people and their families.
- Continued the implementation of a disability leisure membership scheme (Buddy Card and concessionary rates).
- Disability Sport - If you are a member of Newry, Mourne and Down District Council Leisure Centres, and have a disability, you can still enjoy all the facilities on offer, as the centres are totally accessible and striving to achieve excellence in accessibility. Council has core groups led by our EBA 2020 Coaches that include, CSofa to Saddle, Aqua Chat, strength and balance classes, yoga, Tai Chi, Pilates, cycling, rugby, athletics, and Danderball. There are two core groups for children with disabilities: trampolining and swimming.
- Civic Buildings 'Light up' highlighting disability related matters including Brain Injury, Parkinson's, Alzheimer's, Neurofibromatosis and ME Awareness.
- Collaboration with the Cedar Foundation to develop and deliver training modules on Equality and Disability Awareness to Council employees through the Council's eLearning platform.

## Age

Age Friendly related activity for 2021-2022 reporting period included:

- Council's Age Friendly Co-ordinator (AFCO) co-produced and launched a 10-year Age Friendly Strategy and a 3-year action plan addressing the core needs of all older people residing in the district.
- The Age Friendly Co-ordinator, in partnership with key stakeholders, devised a questionnaire asking older residents to detail any pressing issues during the pandemic. It was clear from analysis that older people felt more isolated and vulnerable. AFCO, in partnership, devised four different themed wellbeing packs which mirrored the goals within the Age Friendly Action Plan, ensuring needs were being addressed.
- AFCO also worked with key community stakeholders, ensuring the most rural isolated people were being cared for. AFCO also signposted to Good Morning Good Neighbour, Covid Community Response teams and ensured regular contact with older people throughout the district.
- AFCO liaised with the Age Friendly partners to obtain information to create the age friendly newsletter, winter addition.
- A calendar of 18 events (both local and regional) was distributed to the public to celebrate Positive Ageing Month in October 2022.

## Irish Language

Council's three-officer Irish Language Unit, located within the Corporate Policy Section, continued to provide core Irish language services including translation and interpretation, and simultaneous translation for meetings.

The Council's Irish Language Strategy, containing positive actions, has two Strategic Objectives:

- Strategic Objective 1 – To facilitate and encourage the development of the Irish Language within Newry, Mourne and Down District Council and the District
- Strategic Object 2 – To effectively engage with the Irish Language Community to strengthen community capacity, encourage collaboration, co-operation and identify appropriate funding opportunities

During the reporting period, the Irish Language Unit also delivered key initiatives including:

Irish Language Financial Assistance theme	£51,660 allocated to support 22 Initiatives aimed at promoting the Irish Language.
Irish Language Bursary Scheme	The purpose of the bursary scheme is to assist individuals who have not been awarded a scholarship / bursary from public funds to improve Irish Language skills through providing scholarships or bursaries for Irish Language courses, including Gaeltacht colleges and intensive courses.
Reading project	An 'Accelerated Reading Project' in collaboration with schools and local Irish language community groups in the district.
Tutoring project	One-to-one Irish language tutoring sessions which benefited 55 participants selected randomly from 180 applicants.
Connect Together, Yoke Thegither, Caengail le Chéile	A PEACE IV / SEUPB funded project exploring Ulster Scots and Irish Language cultures through a series of inspiring cross community events. The project incorporated a series of workshops, concerts, and talks connecting young and older people, culminating in an online celebration of culture which was shared on the Council's social media channels.



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Video series	Videos produced included: <ul style="list-style-type: none"> <li>• Showcasing young Irish speakers explaining their passion for Irish, using music and song, encouraging young people to learn Irish.</li> <li>• Exploring placenames across the district.</li> <li>• A puppet series and sing-along videos suitable for young children.</li> </ul>
Creative writing / Animations project	Through funding secured from the Irish Language Broadcast Fund (Northern Ireland Screen) the Irish Language Unit developed a joint venture with production company Boom Clap Play. Stories that were written by local primary school children have been developed into scripts which will be brought to life through 10 animations during the 2022-2023 reporting period.

### Community Wealth Building

Further to Councillor Notices of Motion in relation to social value and also community wealth building, Council agreed to proceed with a proposal considering the potential of Community Wealth Building in Newry, Mourne and Down.

**Community Wealth Building** is an approach to the way that economies function, retaining more wealth and opportunity for the benefit of local people.

**Social Value** refers to the wider financial and non-financial impacts on the wellbeing of individuals, communities and the environment. Themes include increasing secure employment and skills; building ethical and resilient supply chains; delivering zero carbon; and promoting wellbeing.

The proposal is a practical first step for Newry, Mourne and Down District Council to assess its activities and begin exploring the issue of social value by applying the principles of Community Wealth Building (CWB).

The three key steps of the diagnostic process, facilitated and managed by Development Trusts NI & the Centre for Local Economic Strategies (CLES) was as follows:

1. **Desk review audit of existing policies strategies and approaches** - brief economic analysis to understand the key strengths, weaknesses and challenges facing the local economy followed by a document desk review
2. **Interviews with key relevant senior officers and councillors** - series of semi-structured interviews, group interviews

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and/or focus groups to analyse their capacity for elements of community wealth building.

3. **Production of a CWB Action Plan** - write a short report that will be action focussed with recommendations as to how the Council can work differently and together with other partners on CWB

A final action plan is to be drafted for consideration by Council.

The examples detailed above provide a snapshot of how Council is meeting its Equality of Opportunity and Good Relations obligations and details on the outcomes achieved.



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- 2 Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2021-2022 *(or append the plan with progress/examples identified)*.

As noted earlier within our response to Section 1, Council's Equality Action Plan recommends key areas of activity and details positive actions relevant to our Council's functions.

The positive action measures have been set out under the five principles of the Local Government Staff Commission's Equality and Diversity in Local Councils Framework. The following are examples of specific objectives and the impact of the Equality Action Plan measures in the 2021-2022 financial year:

**Principle 1: ensuring we work in a non – discriminatory environment, promote equality of opportunity and model of best practice in equality and good relations**

**Objective – To continue to develop an understanding of the Council's duty to promote Equality of Opportunity and Good Relations**

**Outcome and Impact**

- Officers worked with the Learning and Development section within Council to develop of E-learning training modules on Equality and Disability Awareness in conjunction with the Cedar Foundation. The training was delivered to Council employees through the Council's eLearning platform.
- Council continued to utilise the Councillors' Equality and Good Relations Reference Group during 2021-2022 to address issues of a sensitive and contentious nature. Four meetings were held during the reporting period.
- Information on Equality and Good Relations continued to be provided to all new staff joining the organisation.
- Council continued to deliver its financial assistance programme. Through our Good Relations, Minority Communities, Irish Language and Northern Ireland Centenary funding themes, a total of £164,256 was allocated to 100 successful applicants.
- Continue to offer and expand on support services available through the Council's Ethnic Minority Support Centre and the work of the Social Inclusion Officer. During 2021-2022 had 2688 contacts and dealt with approximately 4000 phone calls taken. 75% of clients were from the Roma community with the remaining 25% being Bulgarian, Polish, Lithuanian migrants and Syrian refugees.

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- Continue to utilise the Council's Newry, Mourne and Down District Council Traveller Forum whose objective is to champion the rights of the Traveller community living in the district.

**Principle 2: Ensuring all our decisions are based on evidence to assess the likely impact of a policy on the promotion of equality and good relations**

**Objective – To ensure that all policies and procedures are equality screened**

**Outcome and Impact**

- 23 policies were equality screened in the reporting period.
- The quarterly policy screening reports were tabled at the Council's Strategy, Policy and Resource Committee and made available on the Council's website.
- Implementation of a Policy Framework which outlines a detailed corporate approach to policy development within Council. The framework allows the Head of Corporate Policy and the Corporate Policy and Equality Officer to engage with Officers through the policy development process and ensure that equality screenings have been completed if required.
- Council's Corporate Policy Section developed specific Guidance for Reviewing Council Policies which sets out advice on the Council's policy development process, policy proforma and actions to be undertaken, including equality screening, when reviewing policies. The Council's Corporate Management Team were provided with training on the policy review process and guidelines.
- Reviewed the implementation of the revised Corporate Reporting Template. The revised template supports Officers in the completion of reports and helps develop greater consistency. This also contributes to Council meeting its statutory duty responsibilities, assist with monitoring information, and the preparation of Council's annual reports on progress to the Equality Commission for Northern Ireland (Section 75 and Disability Duties).

The appropriate and relevant completion of the sections within the reporting template underpins improving confidence in decision-making and recording and providing evidence that appropriate consideration has been given to the Section 75 statutory duties should a complaint arise alleging breach of the Council's Equality Scheme.

**Principle 3: Providing access to services, facilities and information**



**Objective - To have relevant section 75 data****Outcome and Impact**

- The Evidence and Research section in Council continued to provide relevant data to officers to assist them with Equality Screenings, undertaking consultation and supporting decision-making.
- Monitoring data is also compiled for all users of council facilities. This data identifies those availing of Council facilities and highlighting gaps in provision.
- Monitoring data collated as part of the Equality Action Plan and Disability Action Plan public consultation continued to inform positive action measures for service delivery.

**Objective – Information on council services is accessible to all parts of the community****Outcome and Impact**

- Council continues to ensure that information is available in alternative and accessible formats when required.
- Core Irish language services of the Irish Language Unit providing translation and interpretation, and simultaneous translation for meetings.

**Objective – Services and facilities are accessible to all parts of the community****Outcome and Impact**

- The Shopmobility scheme continued to be utilised in the Mournes District Electoral Area during the reporting period.
- Council continues to ensure that information is available in alternative and accessible formats when required.

**Principle 4: Recruiting and employing people fairly****Objective – Integration of Section 75 statutory duties within job description****Outcome and Impact**

Examples of specific relevant duties and responsibilities listed in new job descriptions include the following:

- Promote diversity across the organisation and in the Department by adhering to the Council's Equal Opportunity policies and procedures and

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avoiding all forms of discrimination both as an employer and a service provider.

- Promote Equality and Diversity across the organisation by demonstrating an open commitment to and actively promoting and celebrating diversity, promoting social inclusion and community cohesion.
- Work towards improving equality and diversity by ensuring that allocated targets to reduce inequalities and promote good relations are achieved.

### **Principle 5: Responding to and learning from complaints and incidents in a positive and proactive way**

**Objective - Everyone has a right to complain about discrimination and harassment in good faith, without being victimised at any time.**

#### **Outcome and Impact**

- Newry, Mourne and Down District Council has an Appropriate Resolution Charter and a Mediation Resolution Procedure which demonstrates the Council is committed to supporting employees and managers to deal with workplace disputes in ways that are proportionate, fair and avoid undue formality.
- The NMD Traveller Forum has an established reporting process in place for members of the Traveller Community to utilise if they have been the victim of a hate crime.
- Newry, Mourne and Down District Council has a Complaint, Comment and Compliment Policy and process in place for residents to avail of when required.



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- 3** Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2021-2022 reporting period? *(tick one box only)*

☐ Yes ☒ No (go to Q.4) ☐ Not applicable (go to Q.4)

Please provide any details and examples:

- 3a** With regard to the change(s) made to policies, practices or procedures and/or service delivery areas, what **difference was made, or will be made, for individuals**, i.e. the impact on those according to Section 75 category?

Please provide any details and examples:

- 3b** What aspect of the Equality Scheme prompted or led to the change(s)? *(tick all that apply)*

☐ As a result of the organisation's screening of a policy *(please give details):*

☐ As a result of what was identified through the EQIA and consultation exercise *(please give details):*

☐ As a result of analysis from monitoring the impact *(please give details):*

☐ As a result of changes to access to information and services *(please specify and give details):*

☐ Other *(please specify and give details):*

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## Section 2: Progress on Equality Scheme commitments and action plans/measures

### Arrangements for assessing compliance (Model Equality Scheme Chapter 2)

4 Were the Section 75 statutory duties integrated within job descriptions during the 2021-22 reporting period? *(tick one box only)*

- ☐ Yes, organisation wide
- ☒ Yes, some departments/jobs
- ☐ No, this is not an Equality Scheme commitment
- ☐ No, this is scheduled for later in the Equality Scheme, or has already been done
- ☐ Not applicable

Please provide any details and examples:

Recruitment processes, albeit a much less amount, continued during the 2021-2022 financial year. Examples of specifically relevant duties and responsibilities listed in new job descriptions include the following:

- Promote diversity across the organisation and in the Department by adhering to the Council's Equal Opportunity policies and procedures and avoiding all forms of discrimination both as an employer and a service provider.
- Promote Equality and Diversity across the organisation by demonstrating an open commitment to and actively promoting and celebrating diversity, promoting social inclusion and community cohesion.
- Work towards improving equality and diversity by ensuring that allocated targets to reduce inequalities and promote good relations are achieved.

5 Were the Section 75 statutory duties integrated within performance plans during the 2021-22 reporting period? *(tick one box only)*

- ☐ Yes, organisation wide
- ☒ Yes, some departments/jobs
- ☐ No, this is not an Equality Scheme commitment
- ☐ No, this is scheduled for later in the Equality Scheme, or has already been done
- ☐ Not applicable

Please provide any details and examples:

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- The **Council's Corporate Plan 2021-2023** outlines a commitment to core values to be accountable, collaborative and transparent. We are also committed to delivering on the promotion of equality of opportunity and good relations in accordance with our statutory duties as laid out in Section 75 of the Northern Ireland Act 1998. Due to Covid-19 restrictions the Corporate Plan launch was delayed and officially launched in January 2021.
- The **Corporate Services Directorate Emergency Business Plan** to redirect/amend services and functions as a result on the Covid-19 pandemic made direct reference to the Section 75 statutory duties and actions relating to the implementation of the Council's Equality Scheme.

In the 2021-22 reporting period were **objectives/ targets/ performance measures** relating to the Section 75 statutory duties **integrated** into corporate plans, strategic planning and/or operational business plans? *(tick all that apply)*

- ☐ Yes, through the work to prepare or develop the new corporate plan
- ☐ Yes, through organisation wide annual business planning
- ☒ Yes, in some departments/jobs
- ☐ No, these are already mainstreamed through the organisation's ongoing corporate plan
- ☐ No, the organisation's planning cycle does not coincide with this 2017-18 report
- ☐ Not applicable

Please provide any details and examples:

The Council's equality and policy functions are located under the Corporate Services Directorate, within the Corporate Planning and Policy Department's Corporate Policy Section.

The Corporate Services' Directorate Emergency Business Plan makes direct reference to the Section 75 statutory duties and actions relating to the implementation of the Council's Equality Scheme. This outlined key directorate actions, and a timetable / measure of success also include actions in response to the Covid-19 pandemic. Advice and Guidance was also received from The Equality Commission reiterating that Council should continue to ensure their commitment to Section 75 in all issues relating to Covid-19 decision-making.

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In addition, as stated previously, all employees of the predecessor organisations have transferred to Newry, Mourne and Down District Council under TUPE arrangements. Examples of specifically relevant duties and responsibilities listed in new job descriptions include the following:

- Promote diversity across the organisation and in the Department by adhering to the Council's Equal Opportunity policies and procedures and avoiding all forms of discrimination both as an employer and a service provider.
- Promote Equality and Diversity across the organisation by demonstrating an open commitment to and actively promoting and celebrating diversity, promoting social inclusion and community cohesion.
- Work towards improving equality and diversity by ensuring that allocated targets to reduce inequalities and promote good relations are achieved.

**Equality action plans/measures**

**7** Within the 2021-22 reporting period, please indicate the **number** of:

Actions completed:

6

Actions ongoing:

14

Actions to commence:

8

Please provide any details and examples (*in addition to question 2*)

Examples of actions completed and ongoing to date are:

- Council's Corporate Policy Section:
  - Developed specific Guidance for Reviewing Council Policies which set out advice on the Council's policy development process, policy proforma and actions to be undertaken, including equality screening, when reviewing policies. The Council's Corporate Management Team were provided with training on the policy review process and guidelines. During the reporting period Council reviewed 14 policies.
  - Oversaw implementation of Council policy and Council's Policy Development Framework, including managing the equality screening processes related to all new and current policies.
  - Reviewed implementation of the revised Corporate Reporting Template which records and provides evidence that appropriate consideration has been given to the Section 75 statutory duties.
  - Co-ordinated meetings of the Councillors' Equality and Good Relations Reference Group. Four meetings were held in this reporting period.
  - Facilitated collaborative working with disability organisations, and the production of an online Disability Awareness Training Programme in conjunction with the Cedar Foundation for Council employees.



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- Provided advice and support to Council, Senior Management, Employees and Elected Members on Section 75 related matters.
- Implementation of the Good Relations Action Plan which is delivered through the District Electoral Area Forums. The allocated budgets have been spent and projects detailed in the DEA action plans have been delivered.
- Continued the screening of all new and current policies.
- Continuing to ensure that council facilities are accessible to all.
- Continuing to facilitate reasonable for adjustments within the workplace and for those working from home.
- Continue to provide information in alternative formats on request, where reasonably practicable. Where the exact request cannot be met we ensure a reasonable alternative is provided.

- 8 Please give details of changes or amendments made to the equality action plan/measures during the 2021-22 reporting period (*points not identified in an appended plan*):

There were no changes to the equality action plan in the 2021-2022 reporting period.

- 9 In reviewing progress on the equality action plan/action measures during the 2021-22 reporting period, the following have been identified: (*tick all that apply*)

- ☒ Continuing action(s), to progress the next stage addressing the known inequality
- ☒ Action(s) to address the known inequality in a different way
- ☒ Action(s) to address newly identified inequalities/recently prioritised inequalities
- ☐ Measures to address a prioritised inequality have been completed

**Arrangements for consulting (Model Equality Scheme Chapter 3)**

- 10 Following the initial notification of consultations, a targeted approach was taken – and consultation with those for whom the issue was of particular relevance: (*tick one box only*)

- ☒ All the time      ☐ Sometimes      ☐ Never

- 11 Please provide any **details and examples of good practice** in consultation during the 2021-22 reporting period, on matters relevant (e.g. the development of a policy that

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has been screened in) to the need to promote equality of opportunity and/or the desirability of promoting good relations:

Not applicable.

- 12** In the 2021-22 reporting period, given the consultation methods offered, which consultation methods were **most frequently used by consultees**: *(tick all that apply)*

- ☐ Face to face meetings
- ☒ Focus groups
- ☒ Written documents with the opportunity to comment in writing
- ☒ Questionnaires
- ☒ Information/notification by email with an opportunity to opt in/out of the consultation
- ☐ Internet discussions
- ☐ Telephone consultations
- ☐ Other *(please specify)*: DEA public engagement events.

Please provide any details or examples of the uptake of these methods of consultation in relation to the consultees' membership of particular Section 75 categories:

The online public consultation on the Newry City Centre Regeneration Scheme. While we acknowledge the Covid-related restrictions may have limited feedback, responses were received from a variety of individuals and organisations reflective of people from particular Section 75 categories including people with disability.

- 13** Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2021-22 reporting period? *(tick one box only)*

- ☒ Yes      ☐ No      ☐ Not applicable

Please provide any details and examples:

The Corporate Policy and Equality Officer continued to utilise the dedicated equality database of contacts to engage with and to inform on all aspects of the Council's Equality functions throughout the reporting period. Officers also continued to participate in online Statutory Duty Network meetings

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during the reporting period. This forum provides an opportunity to share information including examples of best practice.

- 14 Was the consultation list reviewed during the 2021-22 reporting period? *(tick one box only)*

☐ Yes

☒ No

☐ Not applicable – no commitment to review

The consultee list will be reviewed during the 2021-2022 reporting period.

**Arrangements for assessing and consulting on the likely impact of policies (Model Equality Scheme Chapter 4)**

Equality screening templates and reports associated with Newry, Mourne and Down District Council's Equality Scheme commitments can be accessed on Council's website at: <https://www.newrymournedown.org/equality>

- 15 Please provide the **number** of policies screened during the year *(as recorded in screening reports)*:

23

- 16 Please provide the **number of assessments** that were consulted upon during 2021-22:

0

Policy consultations conducted with **screening** assessment presented.

0

Policy consultations conducted **with an equality impact assessment (EQIA)** presented.

0

Consultations for an **EQIA** alone.

- 17 Please provide details of the **main consultations** conducted on an assessment (as described above) or other matters relevant to the Section 75 duties:

Not-applicable.

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- 18** Were any screening decisions (or equivalent initial assessments of relevance) reviewed following concerns raised by consultees? *(tick one box only)*

☐ Yes ☐ No concerns were raised ☒ No ☐ Not applicable

Please provide any details and examples:

**Arrangements for publishing the results of assessments (Model Equality Scheme Chapter 4)**

- 19** Following decisions on a policy, were the results of any EQIAs published during the 2021-22 reporting period? *(tick one box only)*

☐ Yes ☒ No ☐ Not applicable

Please provide any details and examples:

**Arrangements for monitoring and publishing the results of monitoring (Model Equality Scheme Chapter 4)**

- 20** From the Equality Scheme monitoring arrangements, was there an audit of existing information systems during the 2021-22 reporting period? *(tick one box only)*

☐ Yes ☐ No, already taken place  
☒ No, scheduled to take place at a later date ☐ Not applicable

Please provide any details:

- 21** In analysing monitoring information gathered, was any action taken to change/review any policies? *(tick one box only)*

☐ Yes ☒ No ☐ Not applicable

Please provide any details and examples:



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- 22** Please provide any details or examples of where the monitoring of policies, during the 2021-22 reporting period, has shown changes to differential/adverse impacts previously assessed:

Not-applicable.

- 23** Please provide any details or examples of monitoring that has contributed to the availability of equality and good relations information/data for service delivery planning or policy development:

- Monitoring data of users of the Ethnic Minority Support Centre provides the evidence required for Council to determine the types of service provision that needs to be offered.
- In line with council policy, all participants of training programmes complete monitoring forms which evaluates the delivery and content of the programme and helps identify potential training programmes going forward.
- All Good Relations activity is evaluated and monitored and, as part of the District Council Good Relations Programme, is reported to The Executive Office. Those participating in programmes and activities must complete information at which they outline the impact of the programme for them, their understanding of Good Relations and this data assists in identifying need and programmes going forward.
- The Council's policy development framework ensures that officers can monitor the policy development process from the beginning and can ensure that Equality Screenings are undertaken as required.

**Staff Training (Model Equality Scheme Chapter 5)**

- 24** Please report on the activities from the training plan/programme (section 5.4 of the Model Equality Scheme) undertaken during 2021-22, and the extent to which they met the training objectives in the Equality Scheme.

Training	Number of sessions
Disability Awareness – Cedar Foundation	Due to Covid-19 restrictions, all training was delivered through the Council's E learning platform.
Raise Your Voice training	Two sessions on 28 and 29 September 2021 delivered over Zoom on the following: <ul style="list-style-type: none"> <li>• Let's talk about sexual harassment</li> </ul>

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	<ul style="list-style-type: none"> <li>Everything you need to know about consent</li> </ul>
Policy development and equality screening	Two sessions for Council's Corporate Management Team
Undertaking policy reviews	Delivered to Council's Corporate Management Team
Bronze Safe Employer – training re safe spaces	Due to Covid-19 restrictions, all training was delivered through the Councils E learning platform.
Silver Safe Employer – training re safe spaces	Due to Covid-19 restrictions, all training was delivered through the Councils E learning platform.
Domestic Abuse Awareness	Due to Covid-19 restrictions, all training was delivered through the Councils E learning platform.
People, Perform, Grow	Due to Covid-19 restrictions, all training was delivered through the Councils E learning platform.
Introduction to Health and Safety	Due to Covid-19 restrictions, all training was delivered through the Councils E learning platform.
Evac chair refresher training	Due to Covid-19 restrictions, all training was delivered through the Councils E learning platform.
Modern slavery and human trafficking	Due to Covid-19 restrictions, all training was delivered through the Councils E learning platform.
Safeguarding Awareness training	Due to Covid-19 restrictions, all training was delivered through the Councils E learning platform.
Interview Skills for interviewers and employees	Due to Covid-19 restrictions, all training was delivered through the Councils E learning platform.

- 25 Please provide any examples of relevant training shown to have worked well, in that participants have achieved the necessary skills and knowledge to achieve the stated objectives:

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**Public Access to Information and Services (Model Equality Scheme Chapter 6)**

- 26** Please list **any examples** of where monitoring during 2021-22, across all functions, has resulted in action and improvement in relation to **access to information and services**:

Not applicable

**Complaints (Model Equality Scheme Chapter 8)**

- 27** How many complaints **in relation to the Equality Scheme** have been received during 2021-22?

Insert number here:

0

Please provide any details of each complaint raised and outcome:

**Section 3: Looking Forward**

- 28** Please indicate when the Equality Scheme is due for review:

The five-year review of the Council's Equality Scheme was undertaken during the 2019-2020 reporting period. The revised scheme was considered approved by Council in March 2020 and forwarded to the Equality Commission for Northern Ireland. The Equality Scheme is due for review in 2025.

- 29** Are there areas of the Equality Scheme arrangements (screening/consultation/training) your organisation anticipates will be focused upon in the next reporting period? *(please provide details)*

The relevant officers continue to engage with officials from the Council's Human Resources Department to develop training modules for an E-Learning Training programme. It is envisaged that this training tool will be a useful asset as Council emerges from the Covid-19 period and the measured return of employees to the workplace.

Equality screening is a continuing statutory duty requirement, both as part of our policy development and policy review processes, and officers must continue to ensure that they meet our Section 75 obligations, including that related to the delivery of functions.

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Officers will continue to avail of the opportunity to seek advice and guidance from the Equality Commission.

**30** In relation to the advice and services that the Commission offers, what **equality and good relations priorities** are anticipated over the next (2021-22) reporting period? *(please tick any that apply)*

- ☒ Employment
- ☒ Goods, facilities and services
- ☒ Legislative changes
- ☒ Organisational changes/ new functions
- ☐ Nothing specific, more of the same
- ☐ Other (please state):

To ensure that Council continues to comply with its statutory obligations, we will continue to avail of advice, guidance and expertise from the Equality Commission for Northern Ireland in relation to the delivery of our functions.



PART B

**PART B - Section 49A of the Disability Discrimination Act 1995 (as amended) and Disability Action Plans**

**1. Number of action measures for this reporting period that have been:**

9

Fully achieved

Partially achieved

Not achieved

**2. Please outline below details on all actions that have been fully achieved in the reporting period.**

2 (a) Please highlight what **public life measures** have been achieved to encourage disabled people to participate in public life at National, Regional and Local levels:

Level	Public Life Action Measures	Outputs <sup>i</sup>	Outcomes / Impact <sup>ii</sup>
National <sup>iii</sup>			
Regional <sup>iv</sup>			
Local <sup>v</sup>	Newry, Mourne and Down District Council directly promotes positive attitudes towards disabled people through service delivery and programming which includes a disability under Active and Healthy Communities Sports Development. This is delivered by Council's Activity Officer (formerly Disability Liaison Officer) which includes a disability leisure membership	While we do recognise that leisure facilities were closed on a number of occasions throughout the reporting period due to the Covid -19 pandemic, the services were available when facilities were opened.  In terms of Disability Sport, if you are a member of	Enables those living with a disability or restricted mobility to enjoy access to swimming pools / leisure facilities.  Increased access to leisure facilities and a broad, appropriate and relevant programme of activities.

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	<p>scheme, core classes and development of a disability sports hub.</p> <p>Raise awareness of the services and facilities for disabled people provided by the Council.</p> <p>Engage with forums in the district.</p>	<p>Council's Leisure Centres, and have a disability, you can still enjoy all the facilities on offer, as the centres are totally accessible and striving to achieve excellence in accessibility. Council has core groups led by our EBA 2020 Coaches that include, CSofa to Saddle, Aqua Chat, strength and balance classes, yoga, Tai Chi, Pilates, cycling, rugby, athletics, and Danderball. There are two core groups for children with disabilities: trampolining and swimming.</p> <p>Continue the implementation of a disability leisure membership scheme (Buddy Card and concessionary rates).</p> <p>Autism Friendly swim sessions introduced in the Council's Leisure Centre.</p>	<p>JAM Card allows people with a learning difficulty, autism or communication barrier tell others they need 'Just A Minute' discreetly and easily. Those with a communication barrier are often reluctant or unable to tell others about their condition, and the JAM Card allows this to happen in a simple, effective non-verbal manner.</p> <p>Improved access to facilities and services.</p> <p>Development and promotion of programmes of activity involving people with a disability.</p> <p>Awareness raising and support initiatives in the community.</p> <p>Awareness raising and support initiatives in the community.</p> <p>Reduce rural isolation and increase social inclusion for both carers and people living with Alzheimers.</p>
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PART B

		<p>The continued implementation of the 'Just a Minute', JAM Card initiative which includes training for all front-line services staff.</p> <p>Officers continued to meet with representatives from the Cedar Foundation to develop training programmes for Council employees. The Cedar Foundation is a support organisation that assists people with a disability, Autism or Brain Injury to live the life they choose.</p> <p>Civic Building 'Light up'. During 2021-2022 disability related matters highlighted included Brain Injury, Parkinson's, Alzheimer's, Neurofibromatosis and ME Awareness.</p> <p>Continue to provide information in alternative</p>	<p>Support service for young people who are 'carers' for family.</p> <p>Support services and awareness raising within the community and within Council.</p> <p>Availability of support services in the community.</p> <p>Ensuring people with disabilities have access to Council facilities and other venues.</p> <p>Raise awareness of services available.</p> <p>Ensuring people with disabilities have access to local services.</p> <p>Provide support services for local businesses.</p> <p>Disabled people encouraged to directly participate in public life as valued employees.</p>
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PART B

		and accessible formats when required.	
		Development of a Policy Framework which ensures a corporate consistent approach is undertaken when developing policies within Council. The new framework ensures Officers undertake Equality Screenings when required.	

2(b) What training action measures were achieved in this reporting period?

	Training Action Measures	Outputs	Outcome / Impact
1	Provide appropriate training concerning the disability duties	<p>Officers worked with the Learning and Development section within Council to develop of E-learning training modules on Equality and Disability Awareness in conjunction with the Cedar Foundation. The training was delivered to Council employees through the Council's eLearning platform.</p> <p>Safeguarding Awareness training delivered through Council's eLearning platform.</p>	Greater awareness and understanding of disability issues, the standards of behaviour required of employees and principle of equality of opportunity.



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2	Disability duties delivered as part of staff training	Due to restrictions in place during the 2021-2022 reporting period, training sessions did not take, however information was made available to all new recruits virtually and literature was provided.	Greater awareness and understanding of disability issues, the standards of behaviour required of employees and principle of equality of opportunity.

2(c) What Positive attitudes **action measures** in the area of **Communications** were achieved in this reporting period?

	Communications Action Measures	Outputs	Outcome / Impact
1	Engage with the disability forums in the district.	Officers continued to meet with representatives from the Cedar Foundation to discuss the development of training programmes for Council employees and also investigate the possibility of short-term work placements for Cedar clients. The Cedar Foundation is a support organisation that assists people with a disability, Autism or Brain Injury to live the life they choose.  Further to the launch of 'Our Journey through Disability', NMDDC officers continued to work in partnership with CYPSP to address	Development and promotion of programmes of activity involving people with a disability and reviewing and improving access to information and services.

PART B

		barriers for children and young people living with disabilities and implement recommendations to support the children, young people and their families.	
2	Raise awareness of the services and facilities for disabled people provided by the Council	<p>Promotion of disability sport within Council's Leisure Centres. Council has core groups led by our EBA 2020 Coaches that include, CSofa to Saddle, Aqua Chat, strength and balance classes, yoga, Tai Chi, Pilates, cycling, rugby, athletics, and Danderball. There are two core groups for children with disabilities: trampolining and swimming.</p> <p>Continued the Implementation of the Disability leisure membership scheme. (eg Buddy Card and concessionary rates)</p> <p>Continue the implementation of the 'Just a Minute', JAM Card initiative which includes training for all front-line services staff.</p> <p>Promotion of services available on council social media platforms.</p>	<p>Increased awareness of accessibility and access to Council services and facilities.</p> <p>JAM Card allows people with a learning difficulty, autism or communication barrier tell others they need 'Just A Minute' discreetly and easily. Those with a communication barrier are often reluctant or unable to tell others about their condition, and the JAM Card allows this to happen in a simple, effective non-verbal manner.</p> <p>Positive impact and encouragement for people with mobility issues to participate in public life through increasing access to services and enhance tourism experience for people with disability.</p>

PART B

		Continued implementation of a Shopmobility Scheme from Newcastle Centre, Newcastle and also Delamont Park	
3	Embed the disability duties into the Council's corporate consultation process.	Relevant employees aware of the requirement to mainstream equality and disability principles and considerations when undertaking consultation processes.	Arrangements for consulting reflect the importance of consultation in all aspects of the implementation of our statutory duties.

2 (d) What action measures were achieved to 'encourage others' to promote the two duties:

	Encourage others Action Measures	Outputs	Outcome / Impact
1	Development of a Policy Framework which ensures a corporate consistent approach is undertaken when developing policies within Council.	<p>The framework ensures that in regard to decision making, consideration is given to Section 75 categories through the screening process when required.</p> <p>Council's Corporate Policy Section continued to provide advice, support and training on Policy Development and Equality Screening training to Council's Corporate Management Team.</p>	Improved access to and delivery of services.

PART B

2 (e) Please outline **any additional action measures** that were fully achieved other than those listed in the tables above:

	Action Measures fully implemented (other than Training and specific public life measures)	Outputs	Outcomes / Impact
1	Provide work experience for people with disabilities.	People with disabilities provided with work experience and Job opportunities.	Disabled people encouraged to directly participate in public life as valued employees.
2	Workplace adjustments	Adjustments continued to be provided in the workplace and for those working from home.	Facilitate the requirements of employees ensuring they have access to undertake duties.

3. Please outline what action measures have been **partly achieved** as follows:

	Action Measures partly achieved	Milestonesvi / Outputs	Outcomes/Impacts	Reasons not fully achieved
1	N/A			

4. Please outline what action measures **have not been achieved** and the reasons why.

	Action Measures not met	Reasons
1	N/A	



PART B

5. What **monitoring tools** have been put in place to evaluate the degree to which actions have been effective / develop new opportunities for action?

(a) Qualitative

- Evaluation / feedback from training sessions
- Discussion / consultation with disability groups and individuals

(b) Quantitative

- Number of employees who have received training
- Number of Elected Members who have received training
- Number of documents requested in alternative formats
- Number of complaints received

6. As a result of monitoring progress against actions has your organisation either:

- made any **revisions** to your plan during the reporting period or
- taken any **additional steps** to meet the disability duties which were **not outlined in your original disability action plan / any other changes?**

No

If yes please outline below:

	Revised/Additional Action Measures	Performance Indicator	Timescale
1	N/A		

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7. Do you intend to make any further **revisions to your plan** in light of your organisation's annual review of the plan? If so, please outline proposed changes?

Not applicable.

- i **Outputs** – defined as act of producing, amount of something produced over a period, processes undertaken to implement the action measure e.g. Undertook 10 training sessions with 100 people at customer service level.
- ii **Outcome / Impact** – what specifically and tangibly has changed in making progress towards the duties? What impact can directly be attributed to taking this action? Indicate the results of undertaking this action e.g. Evaluation indicating a tangible shift in attitudes before and after training.
- iii **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments
- iv **Regional**: Situations where people can influence policy decision making at a middle impact level
- v **Local** : Situations where people can influence policy decision making at lower impact level e.g. one off consultations, local fora.
- vi **Milestones** – Please outline what part progress has been made towards the particular measures; even if full output or outcomes/ impact have not been achieved.

<b>Report to:</b>	Strategy, Policy and Resources Committee
<b>Date of Meeting:</b>	11 August 2022
<b>Subject:</b>	Officer report on Notice of Motion – Pat Jennings statue
<b>Reporting Officer (Including Job Title):</b>	Colin Moffett, Head of Corporate Policy
<b>Contact Officer (Including Job Title):</b>	Colin Moffett, Head of Corporate Policy Suzanne Rice, Corporate Policy and Equality Officer

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

<b>For decision</b>	<b>For noting only</b>	<b>X</b>
<b>1.0</b>	<b>Purpose and Background</b>	
1.1	<p>The following Notice of Motion in the name of Councillor Lewis was tabled for consideration at Council Meeting on 7 March 2022:</p> <p><u>C/056/2022 Notice of Motion – Pat Jennings statue</u></p> <p><i>"Council acknowledges the outstanding contribution son of Newry, and former Northern Ireland International, Tottenham Hotspur, Arsenal, Watford and Newry Town goalkeeper Pat Jennings has made to sport, charity, reconciliation and the promotion of his home city and district.</i></p> <p><i>The Friends of Big Pat Group has been established to honour Pat Jennings through the commissioning of a statue to be located in his native Newry in honour of his achievements on and off the pitch and in recognition of the high esteem in which he is held in his home city and district and across the world.</i></p> <p><i>Council acknowledges Pat Jennings' global recognition as an outstanding international and English club goalkeeper, his time as a young GAA player with Newry Shamrocks, his work with numerous charities over many years, his involvement in reconciliation work including his 35 years with Co-operation Ireland and his role as an Ambassador for Newry's City Status Bid in 2002.</i></p> <p><i>Council agrees to engage (without prejudice) with the Friends of Big Pat Group as per the Council's agreed procedure and policy relating to the erection of artworks and statues if an application is made by the Friends of Big Pat Group relating to the erection of artwork/statue honouring Pat Jennings' in the city."</i></p> <p>Agreed: The Motion was referred to the Equality and Good Relations Forum in accordance with Standing Order 16.1.6</p>	
1.2	<p>The Motion was discussed at the Councillors' Equality and Good Relations Reference Group on 17 June 2022. During discussion, members of the Reference Group were supportive of the notice of motion</p>	

	Members were advised that the Friends of Big Pat Group had submitted an application which was being progressed as per the Council's agreed Policy on new artworks/sculptures on Council property.
	<b>Key issues</b>
2.1	<p>Requests related to the installation of new public artworks/sculptures fall within the scope of the Council's Policy on new artworks/sculptures on Council property which provides a framework for a consistent approach to consideration and decision-making.</p> <p>The Guidelines and associated procedure sets out the agreed four-stage process; Stage One – Basic eligibility check; Stage Two – Consideration by Councillors' Equality &amp; Good Relations Reference Group; Stage Three – Full appraisal and assessment; and Stage Four – Decision-making.</p>
2.2	As noted in section 1.2, the Friends of Big Pat Group have submitted an application which is being progressed as per the Council's agreed Policy on new artworks/sculptures on Council property.
<b>3.0</b>	<b>Recommendations</b>
3.1	To note the notice of motion has been considered and discussed at the Councillors' Equality and Good Relations Reference Group on 17 June 2022 and that members of the Reference Group were supportive of the notice of motion.
<b>4.0</b>	<b>Resource implications</b>
4.1	None.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>



5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p>
	<p>N/A</p>
8.0	<p><b>Background Documents</b></p>
	<p>N/A</p>

**NEWRY, MOURNE & DOWN DISTRICT COUNCIL**


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**Minutes of Newry City Centre Regeneration Programme Board Meeting  
held on Monday 20<sup>th</sup> June 2022, 11.30am  
Hybrid: Council Chamber, Newry & MS Teams**

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**In Attendance:****Programme Board Members**

**Councillor Pete Byrne – Chair**  
**Councillor Declan Murphy**  
**Councillor Gavin Malone**

**NMDDC Officials**

**Conor Mallon, Director of Enterprise Regeneration and Tourism**  
**Michael Lipsett, Director of Active and Healthy Communities (Teams)**  
**Adrian Grimshaw, Project Director**  
**Jonathan McGilly, Assistant Director, Enterprise Employment & Regeneration**  
**Paul Tamati, Assistant Director, Leisure & Sport (Teams)**  
**Caolain Boyd, Assistant Director, Estates & Capital Projects (Teams)**  
**Anthony McKay, Chief Planner**  
**Andy Patterson, Assistant Director, Tourism Culture & Events**  
**Tracie McLoughlin, PA**

**External Members**

**Paula Moan, DFC**

**Also Attending:**

**Ben Aston, Hamilton Architects**  
**Lana Kernan, Hamilton Architects (Teams)**

**Apologies**

**Dorinnia Carville**  
**Cllr Stokes**  
**Cllr Casey**  
**Cllr Taylor**  
**Cllr Hanna**  
**Damian Mulholland DFC**

The Chairperson welcomed everyone to the meeting and advised Item No.4 on the Agenda Newry City Park Stakeholders Group Revised Terms of Reference and Membership would be taken first.

### **NCCR/127 Newry City Park Stakeholders Group Revised Terms of Reference and Membership**

Mr Tamati said following a recent meeting of the Newry City Park Stakeholders Group it was agreed that the Terms of Reference be revised to reflect opportunities for alternative stakeholder engagement options and consideration of the request by Mr J McCabe to join the stakeholder group.

The Chairman asked what is the process for an applicant to demonstrate network representation? Mr Tamati said submissions are by application form and the majority of the groups are constituted. The Chairman expressed concern that some members represented non constituted groups and said a new criteria at this stage may impact existing members.

Mr Mallon asked members to consider this further and as there was no forum present today, this should be taken to the next meeting of the Programme Board.

**Agreed: Members agreed that consideration of the Newry City Park Stakeholders Group Revised Terms of Reference and Membership be deferred to the next meeting of the Newry City Centre Regeneration Programme Board Meeting.**

### **NCCR/128 Theatre/Conference Design Workshop – Presented by Ben Aston, Hamilton Architects.**

Mr Aston presented on:

- Outlined Programme
- Design Team progress
- Planning Application
- Listed Building Consent
- Consultation Feedback – Demolition of Sean Hollywood Arts Centre; Style of extension; seating capacity.

The Chairman raised the following queries:

- a) If the outdoor breakout space has been considered and included?
- b) What was the feedback from the consultation in regards to the proposed exterior materials as it appeared that it blends in with the existing as opposed to having the look of a new build.
- c) Is there any planning issues anticipated in regards to widening the upstairs break out space within the Town Hall?

Mr Aston responded to the Chairman's queries:

- a) Mr Aston confirmed this would be a working external space and was included within the presentation.
- b) Mr Aston replied the responses indicate the design looks comfortable but advised this design was still being developed.
- c) Mr Aston confirmed there has been consultation with HED in regards to retaining the historic fabric of the side wall of the Town Hall and advice has

been given that if it is shown that alterations will benefit the whole building this could be considered.

Mr Mallon asked Mr Aston if he sees the programme progressing with the proposed brick detail and arches? Mr Aston said they will continue to meet and liaise with HED on such aspects.

Councillor Murphy said he was pleased to see the proposed exterior of stone and red brick and either 3 or 5 arches as presented.

The Chairman asked if the arches were glazed or false? Mr Aston said they would be real glazed windows.

The Chairman asked members in attendance if they had any concerns with the proposed red brick frontage? No concerns were raised by Members.

12.45pm The Chairman thank Mr Aston for his presentation and Mr Aston left the meeting

#### **NCCR/129 Minutes of NCCR/BRCD Project Board Meeting 9<sup>th</sup> June 2022**

The Chairman enquired with regard to Item NMD/BRCD/113 Communications – if communications were being approved with regards to this Programme Board? Mr Mallon said a representative from Council's Marketing Department could be invited to attend a future meeting of the Programme Board.

#### **Agreed:**

**On the proposal of Councillor G Malone, seconded by Councillor D Murphy it was agreed:**

- a) **To 'note' the Minutes of NCCR/BRCD Project Board Meeting held on 9<sup>th</sup> June 2022**
- b) **A representative from the Marketing Department be invited to attend the next meeting of the Programme Board.**

#### **NCCR/130 Date for Next Meeting**

Next meeting to be scheduled for the first week in August. Hamilton Architects to attend.

#### **NCCR/131 AOB**

The Chairman advised Members that Adrian Grimshaw would be leaving Council at the end of the month and on behalf of the Programme Board, thanked Adrian for his time and commitment to the Newry City Centre Regeneration Project and wished him well with his future endeavours.

Members in attendance concurred.

This concluded the business of the Meeting. The Meeting ended at 13:00

**Approved by Newry City Centre Regeneration Programme Board.  
For Noting at the Strategy Policy and Resources Committee  
Meeting 11<sup>th</sup> August 2022**



**NEWRY, MOURNE & DOWN DISTRICT COUNCIL**


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**Minutes of Newry City Centre Regeneration Programme Board Meeting  
held on Thursday 4<sup>th</sup> August 2022, 11.00am  
Hybrid: Council Chamber, Newry & MS Teams**

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**In Attendance:****Programme Board Members**

**Councillor Pete Byrne – Chair**  
**Councillor Declan Murphy**  
**Councillor Gavin Malone (Teams)**  
**Councillor Gary Stokes**  
**Councillor Glyn Hanna (Teams)**

**NMDDC Officials**

**Conor Mallon, Director of Enterprise Regeneration and Tourism**  
**Michael Lipsett, Director of Active and Healthy Communities (Teams)**  
**Andy Patterson, Assistant Director, Tourism Culture & Events**  
**Angela Powell, Administration Manager (notes)**

**External Members**

**Paula Moan, DFC**

**Also Attending:**

**Ben Aston, Hamilton Architects (Teams)**

**Apologies**

**Cllr Casey**

**Cllr Taylor**

**Damian Mulholland DFC**

**Jonathan McGilly, Assistant Director, Enterprise Employment & Regeneration**

**Paul Tamati, Assistant Director, Leisure & Sport (Teams)**

**Caolain Boyd, Assistant Director, Estates & Capital Projects (Teams)**

**Anthony McKay, Chief Planner**

The Chairperson welcomed everyone to the meeting and advised Item No.6 on the Agenda Newry City Park Stakeholders Group Revised Terms of Reference and Membership has been brought forward for noting from the last meeting in June which was below quorum.

**NCCR/132 Minutes of NCCR/BRCD Project Board Meeting 20<sup>th</sup> June 2022**

**Agreed:** On the proposal of Councillor D Murphy, seconded by Councillor P Byrne Minutes of NCCR/BRCD Project Board Meeting held on 20<sup>th</sup> June 2022 were agreed

### **NCCR/133 Theatre/Conference Facade proposals – Presented by Ben Aston, Hamilton Architects.**

Mr Aston presented on:

- Facade preferred design options
- Functionality of Design

The Chairman asked if a presentation could be sent to all members for their consideration and that user groups be kept informed.

Mr Mallon confirmed that a presentation can be sent to all Councillors for comment and a workshop arranged to discuss the preferred options in early September. Following this if preferred options are agreed on facade / design concept a further meeting will held to engage with the local arts stakeholder groups with comments brought back to the PB meeting for consideration.

**Agreed:** On the proposal of Councillor P Byrne, seconded by Councillor D Murphy it was agreed to send a presentation on the current design proposals and to hold a workshop for all Councillors to review the design concepts / preferred options.

### **NCCR/134 Theatre Conference – Land Assembly**

Mr Mallon presented a report with 2 proposals on Land Assembly which were agreed by all members present.

**Agreed:** On the proposal of Councillor G Stokes, seconded by Councillor D Murphy -

1. It was agreed to recommend to SPR the transfer of the parcels of land as outlined in the report, subject to an updated valuation and the necessary legal agreements
2. It was agreed RIBA Stage 3 detailed design would progress on the assumption the land transfer transaction is completed

### **NCCR/135 Sean Hollywood Arts Centre Transition Plan**

Mr Patterson presented a report on the Transition Plan for Sean Hollywood Arts Centre which was agreed by all members present. The Chairman asked that user groups be facilitated at other arts centres to ensure their shows can continue.

Mr Mallon also confirmed that a paper will be presented at ERT next week outlining proposals for an Arts Festival in Newry.

**Agreed:** On the proposal of Councillor G Stokes, seconded by Councillor D Murphy it was agreed Officers will undertake intrusive surveys on the Sean Hollywood Arts Centre and permanently close the site in preparation for the next stages of the project

**NCCR/127 Newry City Park Stakeholders Group Revised Terms of Reference and Membership**

Mr Lipsett said following a recent meeting of the Newry City Park Stakeholders Group it was agreed that the Terms of Reference be revised to reflect updated governance arrangements. Mr Lipsett said that the majority of members are constituted and that the criteria for membership will now specify representation of an interest group and widening membership by advertising for new members.

The Chairman agreed that in the context of the correspondence being sent out in a sensitive manner to members he was in support. The paper was agreed on the proposal of Councillor P Byrne and seconded by Councillor D Murphy.

**Agreed: Members agreed the Newry City Park Stakeholders Group Revised Terms of Reference and Membership be sent out to current members and also advertised to encourage new members to apply.**

**NCCR/136 Date for Next Meeting**

Next meeting is scheduled for Thursday 6<sup>th</sup> October 2022. Hamilton Architects to attend.

This concluded the business of the Meeting. The Meeting ended at 12:00

**Approved by Newry City Centre Regeneration Programme Board.  
For Noting at the Strategy Policy and Resources Committee  
Meeting 11<sup>th</sup> August 2022**