

June 10th, 2022

**Notice Of Meeting**

You are requested to attend the Enterprise Regeneration & Tourism Committee Meeting to be held on **Monday, 13th June 2022 at 6:00 pm** in **Chamber Monaghan Row / via Teams**.

**Committee Membership 2022 - 2023**

Councillor R Burgess **Chairperson**

Councillor D Curran **Deputy Chairperson**

Councillor T Andrews

Councillor W Clarke

Councillor C Enright

Councillor G Hanna

Councillor V Harte

Councillor R Howell

Councillor M Larkin

Councillor D Lee-Surginor

Councillor R Mulgrew

Councillor H Reilly

Councillor M Ruane

Councillor G Sharvin

Councillor J Trainor

# Agenda

## 1.0 Apologies and Chairperson's Remarks

## 2.0 Declarations of Interest.

## 3.0 To agree start time for ERT Committee Meetings 2022- 2023. (Attached)

 *Start Times ERT Committee Mtg June 2022 to May 2023.pdf*

Page 1

## 4.0 Action Sheet: Enterprise Regeneration & Tourism Committee Meeting - Monday 09 May 2022. (Attached)

 *ERT Committee Action Sheet - May 2022.pdf*

Page 2

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### *Business Plans/Governance*

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## 5.0 ERT Business Plan Review 2021/22 and ERT Business Plan 2022/23. (Attached)

 *ERT Report - Directorate Business Plans.pdf*

Page 5

 *Enterprise Regeneration and Tourism Business Plan 2022-23 (final).pdf*

Page 9

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### *Enterprise, Employment and Regeneration Items*

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## 6.0 Update re: Downpatrick Town Centre Manager. (Attached)

 *ERT Report - Downpatrick Town Centre Manager Update.pdf*

Page 25

 *Appx. Downpatrick Town Centre Manager Consultation Event Report.pdf*

Page 28

## 7.0 NI Business Start Up Programme - Go For It. (Attached)

 *ERT Report - NI Business Start Up Programme - Go for It.pdf*

Page 31

## 8.0 Ulster University Memorandum of Understanding - Labour Market Partnership Supply & Demand. (Attached)

 *ERT Report - Ulster University MOU Labour Market Supply and Demand.pdf*

Page 36

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### *Building Control & Regulations*


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## 9.0 Extension of Off Street Car Parking Enforcement Agency Agreement. (Attached)

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**Tourism, Culture and Events Items**

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**10.0 Ireland Association for Adventure Tourism (IAAT) Annual Conference (Attached)** *ERT Report - IAAT Conference.pdf**Page 42* *Appx 1 - IAAT Conference.pdf**Page 45*

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**Exempt Information Items**

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**11.0 Down Arts Centre Artist in Residence Programme. (Attached)**

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.

 *ERT Report - Down Arts Centre Artist In Residence.pdf**Not included* *Appx - Down Arts Centre Artsits in Residence Proposal.pdf**Not included***12.0 Pilot Sea Tours Experience at Newcastle Harbour. (Attached)**

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.

 *ERT Report - Sea Tours Newcastle.pdf**Not included***13.0 Tourism NI Agencies for Seasonal Marketing Campaigns. (Attached)**

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.

 *ERT Report - Use of Tourism NI Agencies for Seaonsal Marketing Campaigns.pdf**Not included* *Appx - Tourism NI Agencies for Seasonal Marketing Campaigns Business Case.pdf**Not included***14.0 NI Tourism Awards 2022. (Attached)**

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

 *ERT Report - NI Tourism Awards 2022.pdf*

*Not included*

 *Appx - NI Tourism Awards Sponsorship letter.pdf*

*Not included*

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### *For Noting*

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## **15.0 Castlewellan Forest Park NLHF Project Task & Finish Report. (Attached)**

 *ERT Report - Castlewellan Forest Park.pdf*

*Page 47*

 *Appx 1 Castlewellan T&F 8 4 22 Report.pdf*

*Page 50*

 *Appx 2 Castlewellan T&F 13 5 22 Report.pdf*

*Page 54*

 *Appx 3 Castlewellan Forest Park Project Board draft ToR rev 1.pdf*

*Page 58*

## **16.0 Downpatrick Artisan Market. (Attached)**

 *ERT Report - Downpatrick Artisan Market.pdf*

*Page 63*

## **17.0 Update re: Forkhill Former Barracks Site. (Attached)**

 *ERT Report - Forkill Former Barrack Site Partnership Committee.pdf*

*Page 66*

 *Appx - Report of Forkhill Former Barracks Site Partenership Committee Mtg 10 05 2022.pdf*

*Page 69*

## **18.0 Historic Action Tracker Sheet. (Attached)**

 *ERT Historic Action Tracker Sheet - for June Mtg 2022.pdf*

*Page 71*

## **19.0 Update re: Newry and Downpatrick Revitalisation Schemes. (Attached)**

 *ERT Report - Newry and Downpatrick Revitalisation Schemes.pdf*

*Page 81*

## **20.0 Planning Performance Figures - May 2022. (Attached)**

 *May 2022 Planning Committee Performance Report.pdf*

*Page 84*



# Invitees

Cllr Terry Andrews

Ms Kate Bingham

Cllr Robert Burgess

Cllr Pete Byrne

Mr Gerard Byrne

Mrs Dorinnia Carville

Cllr Charlie Casey

Cllr William Clarke

Cllr Dermot Curran

Cllr Laura Devlin

Ms Louise Dillon

Cllr Cadogan Enright

Cllr Aoife Finnegan

Cllr Hugh Gallagher

Cllr Mark Gibbons

Cllr Oonagh Hanlon

Cllr Glyn Hanna

Cllr Valerie Harte

Cllr Roisin Howell

Mr Colum Jackson

Mrs Sheila Kieran

Cllr Mickey Larkin

Cllr Alan Lewis

Mr Michael Lipsett

Cllr Oonagh Magennis

Mr Conor Mallon

Cllr Gavin Malone

Mr Johnny Mc Bride

Colette McAteer

Cllr Declan McAteer

Cllr Leeanne McEvoy

Jonathan McGilly

Cllr Harold McKee

Patricia McKeever

Cllr Karen McKevitt

Cllr Andrew McMurray

Cllr Roisin Mulgrew

Cllr Declan Murphy

Cllr Barra Ó Muirí

Linda O'Hare

Cllr Gerry O'Hare

Cllr Kathryn Owen

Mr Andy Patterson  
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Cllr Henry Reilly  
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Cllr Michael Rice  
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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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Central Support Unit  
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Cllr William Walker  
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Mrs Marie Ward  
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## ENTERPRISE REGENERATION AND TOURISM COMMITTEE MEETINGS

Proposed start times for consideration at ERT Committee Meeting – 13 June 2022

DATE	TIME	LOCATION
13 June 2022	6pm	Chamber, Monaghan Row
08 August 2022	6pm	Chamber, Monaghan Row
12 September 2022	6pm	Chamber, Monaghan Row
10 October 2022	6pm	Chamber, Monaghan Row
14 November 2022	6pm	Chamber, Monaghan Row
12 December 2022	6pm	Chamber, Monaghan Row
16 January 2023	6pm	Chamber, Monaghan Row
13 February 2023	6pm	Chamber, Monaghan Row
13 March 2023	6pm	Chamber, Monaghan Row
12 April 2023 (Wed)	6pm	Chamber, Monaghan Row
15 May 2023	6pm	Chamber, Monaghan Row

ACTION SHEETENTERPRISE REGENERATION & TOURISM COMMITTEE MEETINGMONDAY 09 MAY 2022

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/081/2022	4C UR FUTURE SKILLS BASE EVENT – 09 JUNE 2022	Council enter into a collaboration agreement with 4C UR Future for delivery of a 4C UR Future Live event in Council area in June 2022 at a cost of £6,000.	J McGilly	Revised SLA issued and event plan well advanced for 9 June	y
ERT/082/2022	INTERNATIONAL RELATIONS AGREEMENT MUNICIPALITE DE LAMORLAYE	To support Rowallane and Slieve Croob Community Twinning Group in an international partnership arrangement with the Municipalite de Lamorlaye, North of France, and that an annual contribution of £10,000 to be made to Rowallane and Slieve Croob Community Twinning Group against the 5-year proposal, subject to annual reports of previous year performance and a detailed schedule of activity for the forthcoming year.	J McGilly	Work in progress	y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
ERT/083/2022	SERVICE LEVEL AGREEMENT LUNASA FESTIVAL 2022	<p>a) To note that Newry Mourne &amp; Down District Council through the AONB Partnerships Lunasa Festival Working Group have delivered an annual festival since 2015 (with the exception of 2020 due to Covid).</p> <p>b) To approve the establishment of a Service Level Agreement with the Lunasa Festival Working Group, c/o Oriel Events who the working group have nominated as lead and Chairperson on behalf of the working group. Service Level Agreement is for a maximum of £25,000. The Oriel Events have been involved with the working group in the development and delivery of the annual festival since its inception.</p>	J McGilly	Wip	y
ERT/084/2022	(EXEMPT) NEWRY RIVER CHANNEL MARKERS MAINTENANCE AGREEMENT	Council enter into a new Service Level Agreement with Carlingford Lough Commission (CLC) to maintain 10 Navigational Markers within the Newry River from Narrow Water to Victoria Lough Gates, and to approve payment for maintenance costs for the past five-year as set out in Section 4.1 of Report dated 09 May 2022 from Mr A Patterson	A Patterson	In progress	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Assistant Director Tourism Culture & Events.			
		*****			

<b>Report to:</b>	Enterprise, Regeneration and Tourism Committee
<b>Date of Meeting:</b>	Monday 13 <sup>th</sup> June 2022
<b>Subject:</b>	ERT Directorate Business Plans
<b>Reporting Officer (Including Job Title):</b>	Conor Mallon, Director Enterprise, Regeneration and Tourism
<b>Contact Officer (Including Job Title):</b>	Conor Mallon, Director Enterprise, Regeneration and Tourism

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><u>Purpose</u>                      Directorate Business Plans provide an overview of planned activity for the year ahead, and contribute to the delivery of the Community Plan, Corporate Plan and other key plans and strategies. They form an essential part of the Council's Business Planning and Performance Management Framework, which demonstrates how corporate objectives are cascaded across the organisation and provides assurance that they are being delivered.</p> <p><u>Background</u>                      As Directorate Business Plans are directly aligned to the achievement of the Corporate Plan, they remain fairly high level, and do not necessarily capture the core, business as usual activity that is undertaken by individual departments. Alternatively, they provide an insight into the key, overarching objectives, supporting actions and measures of success for each Directorate in the year ahead, whilst setting the context for the development of departmental Service Plans which are operational in nature.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	<p><b>Assessment of Directorate Business Plans 2021-22</b></p> <p>In order to improve transparency and accountability, and facilitate a performance led approach to business planning, each Directorate has undertaken an assessment of their Business Plan 2021-22. These assessments provide an overview of the performance of each Directorate and have been used to influence the development of the 2022-23 Business Plans. This exercise is an important part of the Council's statutory responsibility to strengthen the way performance is monitored, reviewed and reported across the organisation.</p>

The assessment of the ERT Directorate Business Plan 2021-22 is attached at Appendix 1.

Some of the notable successes from the 2021 - 2022 are outlined below

### **TCE**

Mournes Gateway Project - Outline Business Case approved

Capital investment of c£8m ongoing in Tourism Facilities, including Camlough Lake, Killbroney, Slieve Gullion & Delamont Country Parks.

Events Programme recommenced with St Patrick's Day parades in March 2021. Council facilitated over 2,300 pupils to visit our museums from Oct 21 – April 22 via Covid-recovery schools engagement programme.

### **PLANNING**

Planning has recorded improvement against each of its three statutory targets. NM&D DC Planning Dept recorded the largest number of planning decisions made among all the Councils.

### **BUILDING CONTROL**

We delivered the Park & Share car park facility at the Bann Road in Castlewellan in partnership with the DFI Road Service which is due to open in early June 2022.

The Licensing Section worked in partnership with local businesses to issue 23 Pavement Café Licenses over the last 12 months.

We engaged with the public and Contractors to increase the quantity of Building Control on-line applications for Building Notice and Regularisations to 55%.

### **EER**

Covid 19 pandemic recovery - £2m worth of interventions delivered through infrastructure works to enhance open spaces across the district and £1m of direct grants to businesses.

Approx 400 businesses have been engaged with directly, 358 business plans have been developed and 215 jobs promoted

£450,000 revitalisation schemes delivered in Newry and Downpatrick and 6 public realm schemes delivered in rural villages of approximately £3.4m

Warrenpoint Front Shore scheme progressed through planning and business case approval securing £2.0m for implementation in the coming year.



	Business case and action plan developed and submitted for £3.5m to DfC, DAERA and DfI to develop a range of small settlements across the district
2.2	<p><b>Directorate Business Plans 2022-23</b></p> <p>Directorate Business Plans 2022-23 outline the key objectives, supporting actions and measures of success each Directorate will work towards, which are aligned to the strategic objectives within the Corporate Plan 2021-23. Directorate Business Plans are also aligned to the current organisational structure and may be subject to amendment as Planning for the Future progresses.</p> <p>The ERT Directorate Business Plan 2022-23 is attached at Appendix 2.</p>
2.3	It should be noted that further improvements to the business planning process are underway across the Council, particularly in relation to cascading corporate objectives in a meaningful way to employees through the introduction and roll-out of Service Plans and People Perform Grow. This process seeks to improve the use of performance measures at all levels of the Business Planning and Performance Management Framework and create a clear 'line of sight' between the work of individuals, teams and departments, and how they contribute to the achievement of Directorate Business Plans and the Corporate Plan.
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>To consider and agree the:</p> <ul style="list-style-type: none"> <li>• Assessment of the ERT Directorate Business Plan 2021-22</li> <li>• ERT Directorate Business Plan 2022-23</li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	There are no financial resources implications within this report.
<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	<b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b>

	<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> Consultation not required.</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 checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input checked="" type="checkbox"/></p>
7.0	<p><b>Appendices</b></p> <ul style="list-style-type: none"> <li>Appendix 1 – Assessment of the ERT Directorate Business Plan 2021-22</li> <li>Appendix 2 – ERT Directorate Business Plan 2022-23</li> </ul>
8.0	<p><b>Background Documents</b></p> <p>Directorate Business Plans 2021-22</p> <p>Assessments of Directorate Business Plans 2020-21</p>

# Enterprise, Regeneration and Tourism Directorate

## Annual Business Plan 2022-23



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

## Contents

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- 1.0 Introduction
- 2.0 Background and Context
- 3.0 Purpose and Values
- 4.0 Challenges and Opportunities
- 5.0 Key Supporting Actions for 2022-23
- 6.0 Performance
- 7.0 Organisation and Office Structure
- 8.0 Financial Information
- 9.0 Governance Arrangements

## 1.0 Introduction

1.1 The Enterprise, Regeneration and Tourism (ERT) Directorate is responsible for the following key functions of Council:

- **Economic Development**
- **Regeneration**
- **Tourism Development and Promotion**
- **Tourism Facilities Management and Development**
- **Arts and Culture**
- **Events**
- **Heritage**
- **EU Funding**
- **AONB Management**
- **Planning Development Management and Control**
- **Local Development Plan**
- **Building Control**
- **Licencing**
- **International Relations**

1.2 The ERT Business Plan 2022-23 is focused on identifying opportunities for business recovery and transformation, in response to the COVID-19 pandemic.

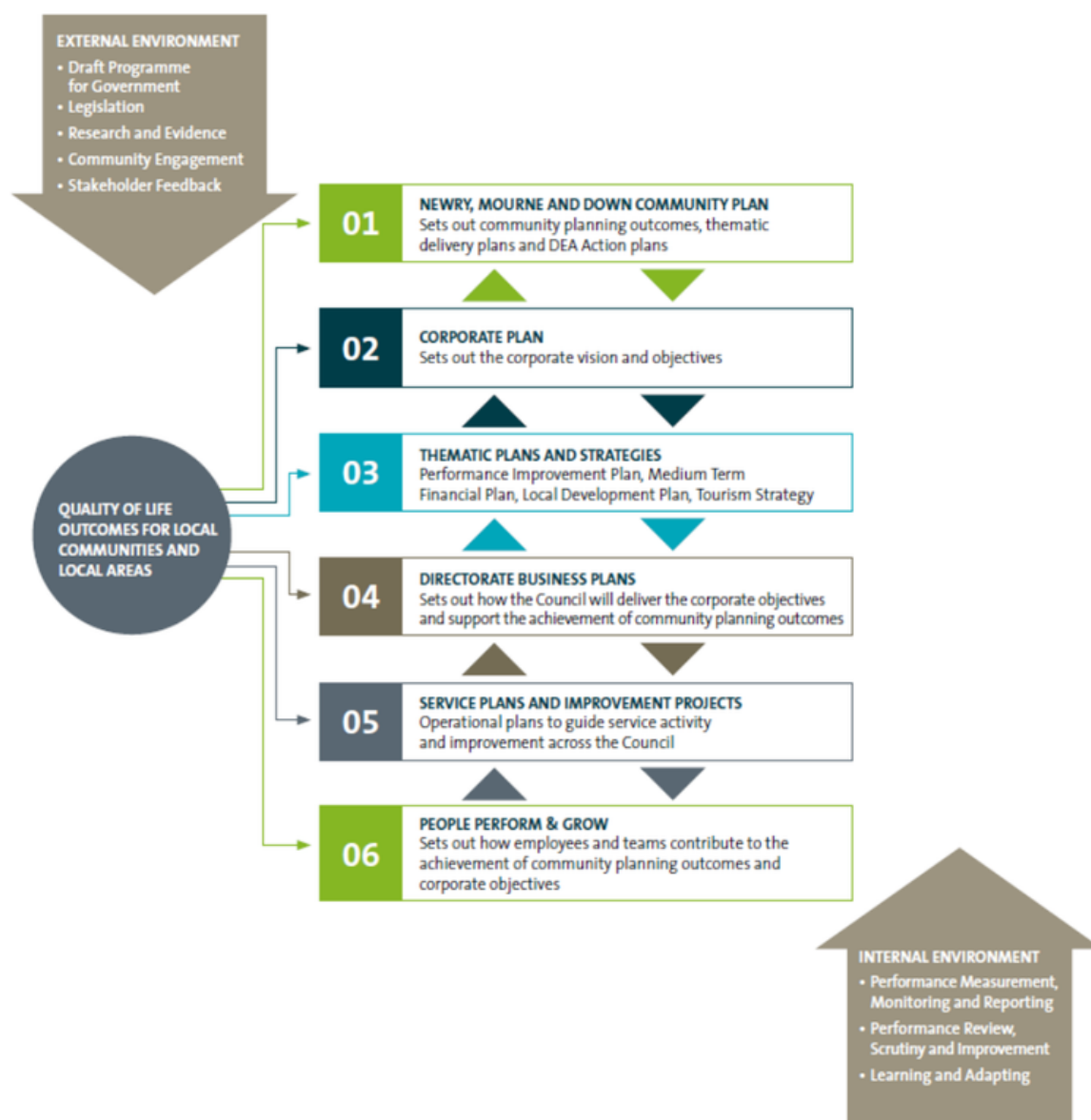
## 2.0 Background and Context

2.1 The ERT Business Plan is developed within the context of the Community Plan and Corporate Plan 2021-23. The Community Plan sets out the long term outcomes for the District, based on the needs and aspirations of local people. The Corporate Plan sets out the key strategic objectives for the Council between 2021-23, and how it will contribute to achieving the community planning outcomes.

2.2 The Community Plan and Corporate Plan are cross cutting and strategic in nature. They guide all activity within the organisation, as well as the subsequent allocation of resources, and sit within a hierarchy of plans, as outlined in the 'Business Planning and Performance Management Framework' (Figure 1).

2.3 The Business Planning and Performance Management Framework drives and provides assurance that the Council is delivering its corporate vision and priorities, whilst securing continuous improvement in the exercise of functions. It provides a mechanism to join up and cascade the various plans and strategies across the organisation, demonstrating how employees contribute to achieving community planning outcomes and corporate priorities, for the ultimate benefit of the citizens we serve.

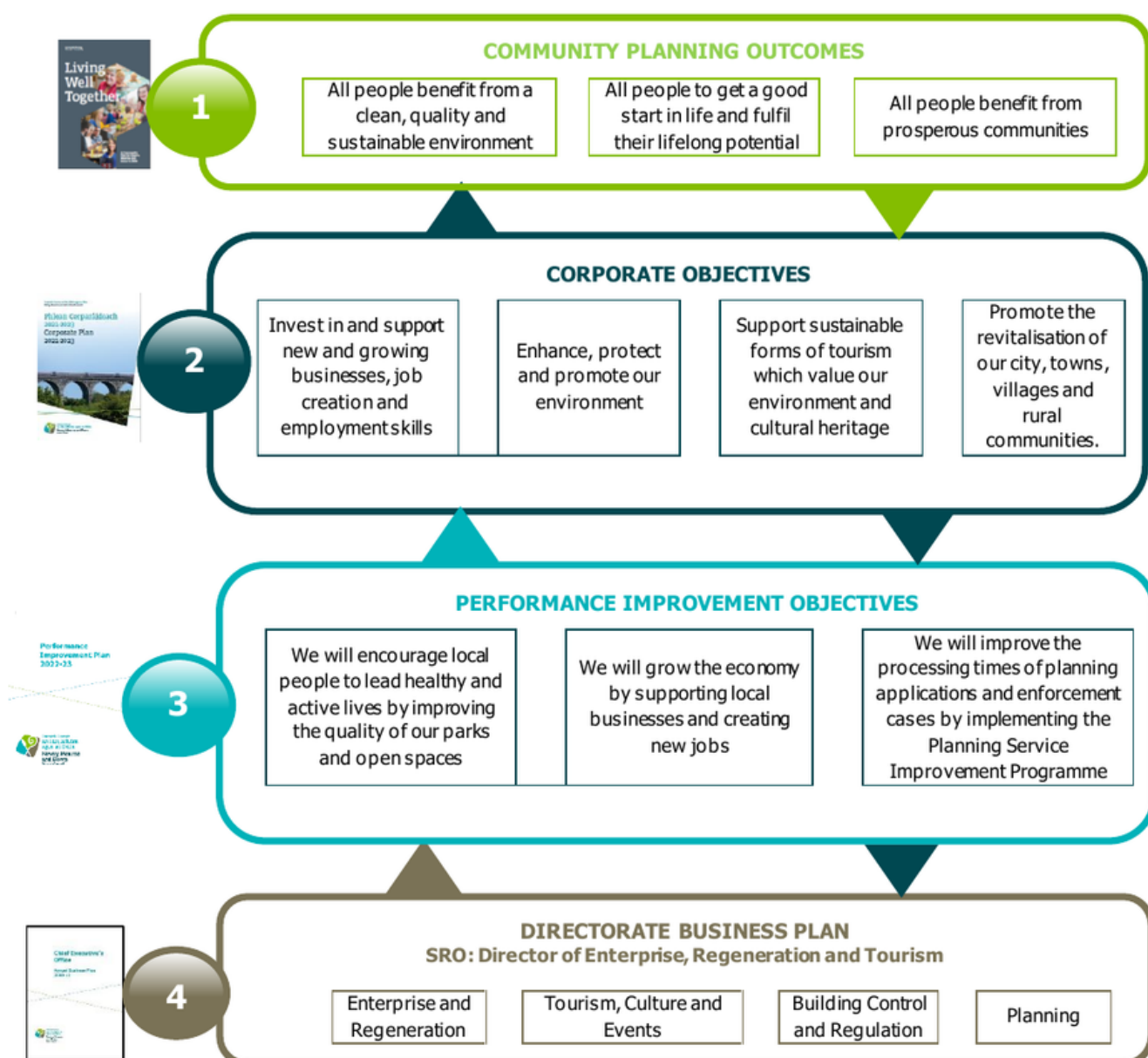
**Figure 1: Business Planning and Performance Management Framework**



- 2.4 Whilst the Corporate Plan focuses on issues which cut across the organisation and are strategic in nature, the ERT Business Plan provides an overview of the key operational activities for the coming year. These activities are explicitly linked to corporate objectives, and coupled with 'business as usual' service delivery, provide clear direction for all employees within the Directorate (Figure 2). Directorate Business Plans are supported by Service Plans and 'People Perform and Grow'.
- 2.5 The ERT Business Plan is published annually and is the basis upon which performance is managed and reviewed by the full Council, Enterprise, Regeneration and Tourism Committee and Senior Management Team.



**Figure 2: ERT Alignment across the Business Planning and Performance Management Framework**



## 3.0 Purpose and Values

### 3.1 Purpose

3.1.1 The ERT Directorate's primary purpose is to develop, implement and monitor key strategies and plans to deliver economic, regeneration, tourism, arts and culture outcomes for the Council, deliver the statutory functions within the planning, Building Control and licensing that together contribute to the delivery of community planning outcomes and corporate priorities.

## 3.2 Values

3.2.1 The Department adheres to the Council's values which are outlined in the Corporate Plan 2021-23:

We Will Be	What This Means
Accountable	We will be accountable for how we plan for and use resources sustainably
Collaborative	We will work in partnership with others
Transparent	We will be transparent in how we make decisions

3.2.2 In accordance with the Section 75 requirements of the Northern Ireland Act (1998), the Chief Executive's Department is committed to carrying out its functions having due regard to the need to promote equality of opportunity and regard for the desirability to promote good relations. All new and revised policies, procedures and programmes of work will be subject to an equality screening and rural needs impact assessment (where appropriate).

## 4.0 Challenges and Opportunities

- 4.1 The ERT was established in 2017 following the reorganisation of the former Strategic Planning and Performance Directorate and Regulatory and Technical Services Directorate. The directorate continues to evolve in line with organisational change, and remains committed to developing and embedding the necessary plans, policies and processes to deliver improvement across the organisation.
- 4.2 Influences within the external and internal environment continuously present challenges and opportunities, which have an impact on the overall management and operation of the ERT Directorate. These influences can be summarised as follows:

### External Environment

- Macro Economic Environment – impact of inflation on capital projects
- Funding availability – transition to a range of new funding opportunities
- Stakeholder engagement and varying sectoral needs
- Wider societal and economic recovery from the Covid pandemic
- Resumption of international travel market
- Level of disposable income and consumer confidence
- Inflation and interest rate changes



- Potential supply chain & labour market impacts as a result of Brexit and Covid recovery, etc
- Available external match funding for project delivery
- Lack of appropriate space to accommodate requests for use of Council land.
- Reduced income from services due to Covid.
- Reliance on external partners to effectively discharge planning function.

### Internal Environment

- Available match-funding for project delivery
- Challenges of labour market on accessing people
- Requirement to deliver business plan objectives on time with available resources, whilst ensuring the need for efficiencies.
- Working in partnership with the private sector to grow opportunities for greater economic return to Council and the district.
- Opportunities created by new ways of working and new IT systems for Planning and Building Control

## 5.0 Directorate Objectives and Supporting Actions

### Key Office Actions

**Enterprise and Regeneration** – Work with partners to lead the implementation of the Economic, Regeneration and Investment Strategy to support the development of the local economy and infrastructure to ensure the district is competitive and attractive to investors and residents.

**Tourism, Culture and Events** – Work with partners to lead the implementation of the Tourism Strategy. Lead the development and implementation of Culture and Arts Strategy and delivery of improved and new tourism assets

**Building Control and Regulation** – A statutory duty to apply the Building Regulations to support regeneration and economic development across the district and the licencing obligations of Council.

The management of Car Park facilities owned and operated by Council

**Planning** – Provide a robust, efficient and responsive development management service within the Council Planning Department to support regeneration and economic development across the district.

Progress the preparation and delivery of the Local Development Plan in accordance with the agreed timeframe to determine future land use planning policy across the district

Provide a robust, efficient and effective planning enforcement function within the Council Planning Department to address breaches of planning control.

Enterprise and Regeneration		
Work with partners to support the economic recovery of the District	ALIGNMENT WITH CORPORATE PLAN	
	Invest in and support new and growing businesses, job creation and employment skills	
Action	Timescale	
Develop, implement and deliver range of <b>business mentoring and support programmes</b> to assist/support local businesses	Q 1-4	
Implement the councils Economic <b>Development and Regeneration Strategy</b> through 3 Working Groups <ol style="list-style-type: none"> <li>1. Employability and Skills</li> <li>2. Business development</li> </ol> Regeneration and Infrastructure	Q 1-4	
Implement Labour Market Partnership action plan, recruit associated staff complement and Develop plan for 23-24	Q 1-4	
Progress the Belfast Region City Deal and develop programmes of activity around: <ol style="list-style-type: none"> <li>1. Skills and Employability</li> <li>2. Digital and Innovation</li> </ol>	Q 1-4	
Complete the delivery of and evaluate the impact of: <ol style="list-style-type: none"> <li>1. Rural Development Programme</li> <li>2. SEA Flag Programme</li> </ol> against the aims and objectives of the related strategies	Q 1-4	
Building on success of FFNI develop further programmes and initiatives to utilise and maximise the opportunities created by investment in Full Fibre Eg Digital Transformation flexible fund (BRCD complementary fund) Smart Cities initiatives	Q 1-4	
Research, advocate for and develop proposals / action plans for future funding programmes, including: <ol style="list-style-type: none"> <li>1. Shared Prosperity Fund</li> <li>2. Peace Plus</li> <li>3. Levelling Up Fund</li> <li>4. Community Renewal Fund</li> <li>5. Rural Development</li> <li>6. SEA Flag/ FSDP</li> <li>7. Shared Island fund</li> </ol>	Q 1-4	

<b>Deliver a programme of urban and rural regeneration initiatives/projects</b>	ALIGNMENT WITH CORPORATE PLAN
	Promote the revitalisation of our city, towns, villages and rural communities
<b>Action</b>	<b>Timescale</b>
Implementation of <b>Council's Regeneration Strategy</b> via 1. Public Realm Enhancement Schemes 2. Master Plans 3. Village Plans	Q 1-4
Progress the development & delivery of the following <b>key capital projects</b> : 1. Downpatrick Regeneration Project 2. Warrenpoint Baths 3. Warrenpoint Marina 5. Castlewellan Park, in partnership with NLHF 6. Carlingford Lough Greenway	Q 1-4
Develop <b>Small Settlement Scheme Strategy</b> and Action plan	Q1
Implement <b>Small Settlement Scheme Strategy</b> and Action plan across the District with funding partners DAERA, DfI and DfC	Q1-4
As lead partner, complete the implementation and evaluation of the Full fibre NI project and develop additional initiatives .	Q1-4
Complete Warrenpoint Park NLHF project and complete final evaluation	Q1-3
<b>Protect and enhance the Areas of Outstanding Natural Beauty across the District</b>	ALIGNMENT WITH CORPORATE PLAN
	Enhance, protect and promote our environment
<b>Action</b>	<b>Timescale</b>
Continue to implement the AONB Management Plan	Q 1-4
As lead partner, continue to implement and manage the Atlantic Culture Scape multi-national project and evaluate final outputs	Q 1-3
Complete the Geo Park Evaluation and Plan to progress Geo Park Development Plan post evaluation	Q 1-4

Tourism, Culture and Events	
<b>A. Tourism Development &amp; Promotion</b> <b>B. Tourism Facilities Management &amp; Development</b> <b>C. Tourism Events</b> <b>D. Museums, Arts &amp; Heritage</b>	<b>ALIGNMENT WITH CORPORATE PLAN</b> Support sustainable forms of tourism which value our environment and cultural heritage
Action	Timescale
Launch & commence delivery of <b>new Tourism Strategy 2022 - 2026</b>	Q 1 - 4
Support local tourism & hospitality businesses to access <b>Business Support Programmes</b> , training & mentoring.	Q 1 - 4
Develop the tourism proposition for the district and <b>new visitor experiences</b> with industry in line with the Tourism NI Experience Brand.	Q 1 - 4
Continue to collaborate and engage with key tourism & hospitality sector stakeholders to reinforce a strong <b>partnership approach to tourism growth</b> – including tourism business clusters & industry associations.	Q 1 - 4
Continue to progress proposals and appoint a design team for the <b>Mournes Gateway Project</b> as part of the Belfast Region City Deal investment programme.	Q 1 - 4
Continue to invest in and deliver major <b>Tourism Capital Projects</b> that will attract international visitors to NI and the district.	Q 1 - 4
Continue the delivery of Council's <b>Arts, Culture, Heritage Strategy</b>	Q 1 - 4
Continue the delivery of the new <b>Tourism Events Programme</b> for the district.	Q 1 - 4
Draft new <b>Museum Forward Plans</b> & oversee an independent strategic review of Museum services.	Q 2 - 4
Deliver <b>museums engagement programme</b> with community and visitors through annual programme of events, activities and exhibitions.	Q 2 - 4
Increase <b>accessibility to museum collections via new website</b> and social media platforms.	Q 2 - 4
Continue to support the delivery of the <b>new Newry Arts, Theatre and Conference facility</b> .	Q 1- 4
Implement a <b>box office system in Council arts venues</b> to increase visitor volume & engagement.	Q 1- 4
Create an <b>audience growth plan for arts venues</b> , including the	Q 1- 4



redevelopment of Newry Town Hall, the SHAC, and Down Arts Centre.	
Progress delivery of <b>heritage development</b> initiatives, activities & events across district.	Q 1- 4

Building Control		
<b>The management of Car Park facilities owned and operated by Council</b> <ul style="list-style-type: none"> <li>- <b>Work with partners to deliver projects to benefit towns and villages.</b></li> </ul>	ALIGNMENT WITH CORPORATE PLAN	
	Promote the revitalisation of our city, towns, villages and rural communities	
Action		Timescale
Engage with Tascomi/IDOX through BCNI to develop an online portal for the submission of Building Control - Full Plans applications		Q2-Q4
Provide a robust and responsive service to Applicants, Agents, Builders and Solicitors for the enforcement of all aspects of the relevant legislation.		Q2-Q4
<b>A statutory duty to apply the Building Regulations and licencing obligations of Council.</b> <ul style="list-style-type: none"> <li>- <b>Improve the processing times of BC applications.</b></li> </ul>	ALIGNMENT WITH CORPORATE PLAN	
	Provide accessible, high quality and integrated services through continuous improvement	
Action		Timescale
Implement a new organisational structure for the Building Control & Licensing Section.		Q1-Q2
<b>A statutory duty to apply the Building Regulations and licencing obligations of Council.</b> <ul style="list-style-type: none"> <li>- <b>Work with partners to support the economic recovery of the District</b></li> </ul>	ALIGNMENT WITH CORPORATE PLAN	
	Promote the revitalisation of our city, towns, villages and rural communities	
Action		Timescale
Complete the tender process to appoint a service provider for the provision of car park tariff collection and enforcement of the off-street parking Order.		Q2-Q4

Planning		
<b>Provide a robust, efficient and responsive development management service within the Council Planning Department</b>	ALIGNMENT WITH CORPORATE PLAN	
	Promote the revitalisation of our city, towns, villages and rural communities	
Action		Timescale
Deliver against statutory targets for major and local planning applications through a performance improvement programme.		Q1-4
Improve engagement and communications with applicants and agents to deliver an efficient service.		Q1-4
Work with Council Capital Projects Team to ensure planning contributes to the delivery of the Council's capital programme across the District.		Q1-4
Provide a robust and responsive service to applicants, agents and elected members and respond to complaints in accordance with council complaints procedures.		Q1-4
Develop new and additional online planning guidance.		Q4
Work to ensure the successful introduction of the new planning IT system.		Q3-4
Work with the Department and other stakeholders to progress the recommendations from the Public Accounts Committee report into Planning in Northern Ireland.		Q1-4
<b>Progress the preparation and delivery of the Local Development Plan (LDP) in accordance with the agreed timeframe to direct future land use across the district.</b>	ALIGNMENT WITH CORPORATE PLAN	
	Promote the revitalisation of our city, towns, villages and rural communities	
Action		Timescale
Prepare plan strategy documents for presentation to and agreement by Planning Committee.		Q1-4
LDP preparation quarterly updates to Planning Committee.		Q1-4
Monitor progress of LDP preparation against agreed timetable.		Q1-4
Progress preparation of draft Plan Strategy for Council approval and publication.		Q4
Work with the Department and other stakeholders to progress the recommendations from the Public Accounts Committee report into Planning in Northern Ireland.		Q1-4
<b>Provide a robust, efficient and effective planning enforcement function within the Council planning department to address breaches of planning control.</b>	ALIGNMENT WITH CORPORATE PLAN	
	Enhance, protect and promote our environment	
Action		Timescale
Meet statutory targets for bringing enforcement cases to conclusion through programme of performance improvement measures.		Q1-4
Ongoing review and implementation of Council Planning Enforcement Strategy.		Q1-4
Work to ensure the successful introduction of the new planning IT system.		Q3-4

Work with the Department and other stakeholders to progress the recommendations from the Public Accounts Committee report into Planning in Northern Ireland.	Q1-4
Provide a robust and responsive service to applicants, agents and elected members and respond to complaints in accordance with council complaints procedure.	Q1-4

## 6.0 Performance

6.1 The following performance measures will be monitored during 2022-23:

Measures of Success
<b>Economic Development (statutory):</b> <ul style="list-style-type: none"> <li>• Number of jobs promoted through business start-up activity (statutory)</li> <li>• Number of jobs created and businesses supported through Council programmes</li> <li>• Amount of investment secured by the Council</li> <li>• Number of urban and rural regeneration initiatives delivered</li> </ul>
<b>Tourism, Culture and Events:</b> <ul style="list-style-type: none"> <li>• Visitor spend (£)</li> <li>• Volume of overnight stays in the district</li> <li>• Visitor satisfaction</li> <li>• Investment into tourism capital projects (£)</li> </ul>
<b>Building Control:</b> <ul style="list-style-type: none"> <li>• Deliver the P&amp;S facility in Castlewellan.</li> <li>• Increase the percentage time for processing Domestic BC applications within 21 days to 82%</li> <li>• Increase the percentage time for processing Commercial BC applications within 35 days to 82%</li> <li>• Increase the percentage time for processing all application returns within 14 days to 86%</li> <li>• Increase number of online applications by a further 10%</li> </ul>
<b>Planning:</b> <ul style="list-style-type: none"> <li>• Average processing time for local planning applications of 15 weeks.</li> <li>• Average processing time for major planning applications of 30 weeks.</li> <li>• 70% of planning enforcement cases are processed within 39 weeks.</li> <li>• Reduce the number of planning applications in the system for more than 12 months to 150.</li> <li>• Reduce the number of planning applications in the system for less than 12 months to 800.</li> <li>• Reduce the number of enforcement cases in the system for more than 12 months to 420.</li> </ul>

## ERT Plans and Strategies

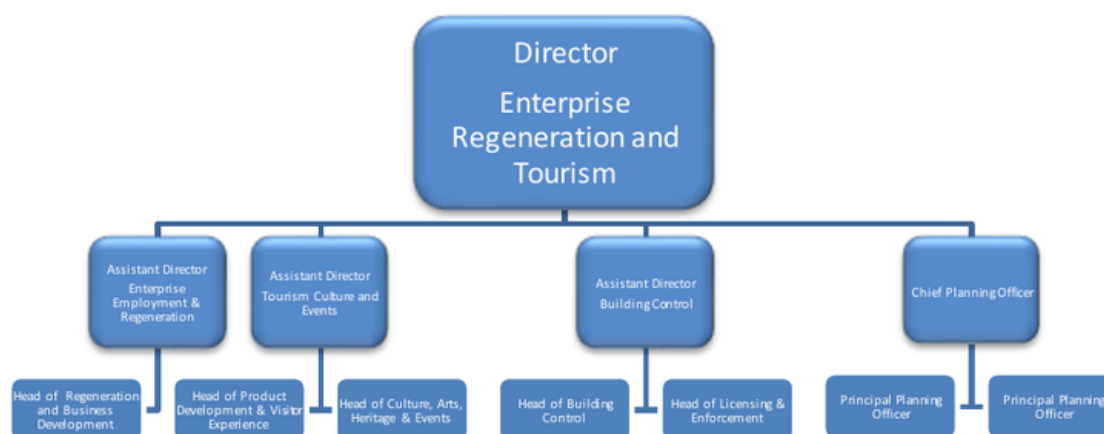
6.2 The ERT Directorate is responsible for leading the development, implementation and review of the following plans and strategies, which influence the work of the Office and Council:

- Economic, Regeneration and Investment Strategy
- Tourism Strategy
- Rural Development Strategy
- Arts and Culture Strategy
- Local Development Plan – Preferred Options Paper

## 7.0 Organisation and Directorate Structure

7.1 The ERT Directorate is one of five Departments, which together, comprise the Management structure of the Council. The ERT Structure is shown in Figure 3.

**Figure 3 Existing ERT Departmental Structure**



## 8.0 Financial Information

Net estimated expenditure Revenue (2022-23)	
Enterprise, Employment and Regeneration	£1,509,851
Tourism, Culture, Heritage and Events	£5,724,864
Building Control and Regulation	£506,969
Planning	£1,110,656
<b>TOTAL: ERT Directorate</b>	<b>£8,852,340</b>



## 9.0 Governance Arrangements

- 9.1 Reviewing performance and reporting progress to Elected Members and other key stakeholders facilitates transparency, accountability and improvement in everything the Council does. The political and organisational governance arrangements to develop, monitor and report the Council's progress in implementing the ERT Business Plan are outlined below, and are supplemented by regular reviews by the ERT Director and his team. The governance arrangements the Council has put in place to deliver continuous improvement are also subject an annual audit and assessment by the Northern Ireland Audit Office.

**Figure 4: Governance Arrangements**

### **Full Council**

- Ratification of ERT Business Plan
- Ratification of annual and biannual reviews of ERT Business Plan

### **Strategy, Policy and Resources Committee / Audit Committee**

- Scrutiny and challenge around the Duty of Improvement
- Provide assurance that performance management arrangements are robust and effective

### **Enterprise, Regeneration and Tourism Committee**

- Consideration, scrutiny and approval of ERT Business Plan
- Consideration, scrutiny and approval of the annual and biannual reviews of ERT Business Plan

### **Senior Management Team**

- Development, consideration and approval of ERT Business Plan
- Development, consideration and approval of the annual and biannual reviews of ERT Business Plan

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

0330 137 4000 (Council)  
0330 137 4036 (Planning)  
[council@nmandd.org](mailto:council@nmandd.org)  
[www.newrymournedown.org](http://www.newrymournedown.org)

**Oifig an Iúir**  
**Newry Office**  
O'Hagan House  
Monaghan Row

Newry BT35 8DJ

**Oifig Dhún Pádraig**  
**Downpatrick Office**  
Downshire Civic Centre  
Downshire Estate, Ardglass Road

Downpatrick BT30 6GQ

<b>Report to:</b>	Enterprise Regeneration and Tourism Committee
<b>Date of Meeting:</b>	Monday 13 <sup>th</sup> June 2022
<b>Subject:</b>	Update on the Establishment of a Downpatrick Town Centre Manager
<b>Reporting Officer (Including Job Title):</b>	Jonathan McGilly, Assistant Director Enterprise Employment and Regeneration
<b>Contact Officer (Including Job Title):</b>	Ciara Toman – Project Support Officer Enterprise Employment and Regeneration

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><u>Purpose</u></p> <p>Approval for Officers to explore the potential to review the membership of the Downpatrick Regeneration Group to consider the issues identified and develop potential solutions with local stakeholders and relevant agencies.</p> <p><u>Background</u></p> <p>Following a Notice and Motion presented to ERT Committee in August 2021: -</p> <p>Council Officers were asked to look at the feasibility of a Town Centre Manager and to engage fully with key stakeholders to explore the need and potential role for a Town Centre Manager.</p> <p>In December 2021 and January 2022 Council Officers meet with several stakeholders e.g. Department for Communities, Down Business Centre, Down Business Connect, Downpatrick Town Committee, Downpatrick Community Collective, SERC and several local business representatives to gauge their views and options.</p> <p>Following these meetings with key stakeholders it was evident that a more co-ordinated plan need to be developed. Down Business Centre was appointed to facilitate a workshop on the 5<sup>th</sup> April 2022 at 5pm in the St Patrick Centre.</p> <p>Down Business Centre issued 100+ invites to businesses in the area and on the night over 40 people attended the workshop.</p> <p>At the workshop several questions were asked to shape the discussion and to stimulate comments. Down Business Centre kept the discussion constructive and focused to see what could be done to regenerate Downpatrick.</p>

<b>2.0</b>	<b>Key issues</b>
2.1	<p>Throughout the discussion several priorities were identified: -</p> <ul style="list-style-type: none"> <li>• Improve street cleanliness with an improved street cleaning regime</li> <li>• Enhance Downpatrick to make it more visually attractive</li> <li>• Increase civic space with the aim to create an events space for all to enjoy</li> <li>• Make Market Street a pedestrian's zone creating opening space with the view of encouraging street cafes/socialising /shopping</li> <li>• Improve communication from Council to the Business Community</li> <li>• Establishment of a Regeneration Forum representing all sectors to develop a shared vision for Downpatrick and work together on key actions.</li> </ul> <p>Other Issues that were identified: -</p> <ul style="list-style-type: none"> <li>• Need to tackle anti-social behaviour</li> <li>• Improve traffic congestion</li> <li>• Link Irish Street and Market Street via pedestrianisation to create a new axis for shopping/socialising etc</li> <li>• Look at regeneration incentives/renewal schemes for Downpatrick</li> <li>• More initiatives e. g the new park run in Dunleath Playing Fields</li> <li>• Stronger relationships formed to work together</li> <li>• No real desire for Town Centre Manager to be appointed but would like to see Downpatrick getting more attention – strong feeling that Newry dominates council agenda.</li> </ul>
<b>3.0</b>	<b>Recommendations</b>
3.1	<ul style="list-style-type: none"> <li>• Council to explore the potential to review the membership of the Downpatrick Regeneration Group to consider the issues identified and develop potential solutions with local stakeholders and relevant agencies.</li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	<ul style="list-style-type: none"> <li>• None at this stage</li> </ul>
<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	<b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b>

	<p>Yes <input 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 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	<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 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>
	Down Business Centre Report
8.0	<b>Background Documents</b>
	N/A



## **REPORT:**

### **CONSULTATION WITH DOWNPATRICK BUSINESS COMMUNITY ON PRIORITIES FOR THE REGENERATION OF THE TOWN CENTRE**

**Tuesday 05 April 2022 in the St Patrick's Centre 5pm – 6.30pm**

## **CONTENTS**

- 1. OVERVIEW AND PRIORITIES THAT EMERGED**
- 2. AGREED QUESTIONS**
- 3. ATTENDEE LIST**

**Prepared by Down Business Centre**

**11 April 2022**

## 1. OVERVIEW AND PRIORITIES THAT EMERGED

The meeting was attended by over 40 people – most of whom were from the local business community - which shows an encouraging interest in the regeneration of the Town Centre.

The discussion was shaped around a number of key questions but as is common with these types of meetings some questions stimulated more comments than others. The Chair sought to keep the discussion constructive and focussed on what has and could be done in Downpatrick to regenerate the town for the benefit of the wider community, rather than what has not been done.

The objective of the meeting was to ascertain what the business community consider to be the priorities for the regeneration of Downpatrick are. A number of ideas and comments were made, time and time again during the course of the meeting, facilitating the definition of the key priorities.

### Priorities For The Regeneration of Downpatrick Town Centre

- **Clean up the streets - improve public street cleaning regime**
- **Enhance the Town Centre's presentation – make it visually more attractive (to work, shop, visit, live in)**
- **Increase Civic Space – create a focal point where events can be held and where families can come together to enjoy the Town Centre**
- **Pedestrianize Market Street – consider the potential for making this area a traffic free zone, thereby creating a significant space where events could be held, streetside cafés could be located and a new axis for shopping/working/socialising.**
- **Improve communication between the Council and the business community regarding progress – or otherwise - with existing strategies and plans**
- **Establish a Regeneration Forum representing all interests - Business, Community, Council and Central Government - to develop a shared vision for the Town and drive forward key actions in partnership**

### Other Key Topics

- Tackle anti-social behaviour
- Overcome traffic congestion and inconsiderate parking
- Potential of the linkage of the Irish Street project with the pedestrianisation of Market Street to create a new axis for shopping/socialising etc in the town
- Need to secure a Regeneration Incentive package – an all-embracing Town Centre Renewal Scheme.
- Desire to see more initiatives such as the Park Run implemented
- Strong feeling that the business, community, and local and central Government sectors need to work together
- Not real appetite for a Town Centre Manager to be put in post but want to see Downpatrick getting the attention it deserves from Council and Central Government – strong feeling that Newry dominates Council's agenda.

## 2. QUESTIONS

**Q. WHAT DO YOU FEEL ARE THE KEY CHALLENGES FACING THE TOWN CENTRE?**

**Q. WHAT DO YOU REGARD AS THE PRIORITIES FOR THE REGENERATION OF DOWNPATRICK TOWN CENTRE? I.E. WHAT NEEDS TO BE DELIVERED BY 31 MARCH 2025?**

To help you define your priorities let's look at a few scenarios. What are the priority actions that need to happen to encourage -

1. A family to spend their Saturday afternoon in Downpatrick
2. A couple in their late 20s to choose Downpatrick to spend a Friday night
3. Senior citizens to choose Downpatrick to meet their friends on a Tuesday morning
4. An investor to choose Downpatrick to for his or her next major investment

**Q. RESEARCH SHOWS THAT DISTINCTIVENESS IS A KEY FACTOR IN SUCCESSFUL TOWN CENTRE REGENERATION I.E. IN TERMS OF ATTRACTING PEOPLE TO VISIT, SHOP, LIVE AND INVEST IN A TOWN. HOW WOULD YOU LIKE TO SEE DOWNPATRICK'S DISTINCTIVENESS DEFINED?**

**Q. DO YOU THINK DOWNPATRICK NEEDS A DESTINATION MARKETING CAMPAIGN TO ATTRACT PEOPLE TO VISIT, SHOP, LIVE AND INVEST IN THE TOWN?**

**Q. WHAT NEXT? HOW CAN THE VISION FOR DOWNPATRICK'S REGENERATION BE DELIVERED?**

**Q. DOES THE REGENERATION PROJECT NEED A CIVIC LEADER/CHAMPION?**

If so, who should that be?

**Q. DOES DOWNPATRICK NEED A REGENERATION COMMITTEE?**

Comprising of private, voluntary and public sector interests

If so, who should sit on it? How should those people be chosen/invited?

**Q. DOES DOWNPATRICK NEED A TOWN CENTRE MANAGER?**

If so, what should his/her role be? What qualification/experience will that person require to have?

How will Downpatrick attract a person of the right calibre? Who should employ them?

Would the Business Community be willing to contribute financially?



<b>Report to:</b>	Enterprise, Regeneration and Tourism Committee
<b>Date of Meeting:</b>	Monday 13 June 2022
<b>Subject:</b>	The Northern Ireland Business Start Programme (NIBSUP) also known as the Go for It NI Programme
<b>Reporting Officer (Including Job Title):</b>	Jonathan McGilly, Assistant Director Enterprise, Employment and Regeneration
<b>Contact Officer (Including Job Title):</b>	Amanda Smyth, Head of Regeneration and Business Development

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><u>Purpose</u> To approve an extension on the NISBUP/Go for It NI delivery contract for a further year covering a 12 month period (1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024).</p> <p><u>Background</u> Northern Ireland Business Start Programme (NIBSUP) is a collaboration across all 11 Councils with Lisburn City and Castlereagh Borough Council (LCCC) as the Lead Council.</p> <p>NISBUP has been delivered from September 2017. NIBSUP is currently funded by the EU European Regional Development Fund (ERDF), Invest NI and 11 Council's. via an all 11 Council collaboration agreement. It has been funded at 80% of eligible costs with ERDF monies with Council match funding of 20% and is currently contracted and provisioned through to 31<sup>st</sup> March 2023.</p>		
<b>2.0</b>	<p><b><u>Key issues</u></b></p> <p>A strategic review of Start-up provision is being carried out by the consultants Morrow Gilchrist on behalf of all 11 Northern Ireland Councils. Whilst this is anticipated to propose a longer term proposal for Council delivery of Statutory Job creation targets, it will not be in place from 01<sup>st</sup> April 2023. Longer term support is subject to funding application (Peace / Shared Prosperity), grant award and procurement process to appoint preferred bidder(s) across the programme provision. There is therefore a likely gap in provision of support unless a short-term interim programme is established.</p> <p>Each NI Council has a dedicated statutory job creation target that will continue beyond 1<sup>st</sup> April 2023. For NMDDC this is currently 155 jobs annually. In April 2023</p>		

	<p>the statutory job creation target is anticipated to increase from 155 to 173 jobs annually, subject to approval by the NI Assembly. In order to deliver against this statutory target, NMDDC is required to deliver a programme of business start-up support. The requirement in the statutory legislation is the provision of a business plan through Go for It Business Start Up support.</p> <p>Based on current &amp; existing delivery model there are five key features required for successful NIBSUP delivery:</p> <ol style="list-style-type: none"> <li>1.0 Delivery of Client Business Plans</li> <li>2.0 Marketing of Programme</li> <li>3.0 Processing of Annual Enquiries to the Programme - Currently in the region of 5,500 for NI with 524 Enquiries annually to NMDC</li> <li>4.0 Maintenance of a Management Information System (MIS) for client tracking, programme governance and invoicing by delivery partner(s)</li> <li>5.0 Programme Management Central Support Team (currently within LCCC)</li> </ol> <p><u>Options for delivery from 01<sup>st</sup> April 2023</u></p> <ol style="list-style-type: none"> <li>1. Continued delivery of the current structure of Business Start Up Support via a regional programme and extension existing delivery agent contract for 1 year for the delivery of Business Plans.</li> <li>2. Delivery via a new Interim &amp; local programme to be procured by NMDDC;</li> <li>3. Delivery of a regional programme with all business plans completed online – no face to face support / mentoring provision</li> </ol> <p><b>Option 1: Continued delivery of the current structure of Business Start Up Support via a regional programme and extension existing delivery agent contract for 1 year for the delivery of Business Plans – total cost £167,263</b></p> <p>At the moment contractually the existing delivery contract can be extended; however, the extension needs to be triggered by September 2022</p> <ul style="list-style-type: none"> <li>• Production of 303 Business Plans, the level of delivery required to meet the statutory jobs target. This includes face to face mentoring time along side the production of a business plan. Cost is £96,078.</li> <li>• Marketing cost for the 11 Council programme are estimated at £450k/annum, with NMDDC contribution to this to be £45,762 per annum. Note this is a 23% reduction in previous annual marketing costs in an effort make the interim regional programme more affordable in the absence of grant aid.</li> <li>• Enquiry Handling for the 11 Council programme are estimated at £110k/annum, with NMDDC cost to be £11,186 per annum</li> <li>• Programme Management Costs estimated at £90k per annum with NMDDC contribution to this cost as £9,152 per annum.</li> </ul>
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- Management Information System Costs estimated at £50k per annum with NMDDC contribution to cost as £5,085 per annum.

<b>Option 1</b>	
Business Plans Target	303
1. Business Plan Costs	£96,078
2. Marketing Costs	£45,762
3. Enquiry Handling Costs	£11,186
4. Programme Man Costs	£9,152
5. MIS	£5,085
<b>Total Cost</b>	<b>£167,263</b>

It should be noted that the costs for the other aspects of the programme described in Point 2.0 to 5.0 above cannot be determined until all Councils make a decision with respect to their chosen delivery model. For clarity this is because the costs involved in 2.0 to 5.0 are determined by how many, if any, Councils decide to trigger the delivery agent contract extension and then collaborate on the items detailed in 2.0 to 5.0.

**Option 2: Delivery via a new Interim & local programme to be procured by NMDDC – est cost £126,000**

- Production of 303 Business Plans, the level of delivery required to meet the statutory jobs target. This includes face to face mentoring time along side the production of a business plan. Cost is £96,078 (to be confirmed following procurement exercise)
- Marketing cost £30,000 per annum. Council would procure and manage all marketing at a local level – benefits from a regional campaign would be lost.
- Councils to manage their own enquiries directly which would require a dedicated resource. 0800 Go for Telephone number would discontinue as would the Go for It website [www.goforitni.com](http://www.goforitni.com)
- Council would programme manage the Go for It programme within current ERT Department.

<b>Option 2</b>	
Business Plans Target	303
Business Plan Costs	£96,078
Marketing Costs	£30,000
Enquiry Handling Costs	0
Programme Man Costs	0
MIS	0
<b>Total Cost</b>	<b>£126,078</b>

<b>3.0</b>	<b>Recommendations</b>
3.1	<p>(1) To approve the triggering of an extension to the current delivery contract for the Go for It Programme, for a 1-year period covering 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024 at a cost of £167,263</p> <p>(2) To sign a updated collaborative agreement extending the provision of the regional Go for It Programme with NI Councils</p>
<b>4.0</b>	<b>Resource implications</b>
4.1	<p>For 2023/2024 a budget provision will be required of £167,263 This is higher than previous years due to the absence of ERDF grant aid which support the programme at 80%. Previous ERT budget were £80k annually.</p>
<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 checked="" type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p>

	<div> <div>Consultation period will be less than 12 weeks (rationale to be provided)</div> <div><input type="checkbox"/></div> </div> <div>Rationale:</div>
<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>
<b>7.0</b>	<b>Appendices</b>
	N/A
<b>8.0</b>	<b>Background Documents</b>
	N/A

<b>Report to:</b>	Enterprise Regeneration and Tourism Committee
<b>Date of Meeting:</b>	Monday 13 <sup>th</sup> June 2022
<b>Subject:</b>	Ulster University Economic Policy Centre Memorandum of Understanding – Labour Market Partnership Supply and Demand
<b>Reporting Officer (Including Job Title):</b>	Jonathan McGilly, Assistant Director Enterprise, Employment and Regeneration
<b>Contact Officer (Including Job Title):</b>	Amanda Smyth Head of Regeneration and Business Development

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><u>Purpose</u> To approve an amendment to the Council's Memorandum of Understanding with Ulster University Economic Policy Centre to include the completion of a research piece "Labour Market Supply and Demand Intelligence"</p> <p><u>Background</u> Council has a MOU in place with Ulster University, renewed on an annual basis, for the supply of research and data analysis penetrating to the performance and future outlook of the NMD local economy. The MOU is also a vehicle for the undertaking of research and analysis as required to inform the future development and direction of key priorities.</p> <p>An opportunity has been identified to undertake a piece of research "Labour Market Supply and Demand Intelligence" under this MOU.</p> <p>Research will: 1) Scope the employability and skills requirements of NMD employers; 2) define and identify NMD disadvantaged groups within the unemployed and economically inactive population</p>
<b>2.0</b>	<b>Key issues</b>
	<p><u>Research - Labour Market Supply and Demand Intelligence:</u></p> <p>Research will: 1) Scope the employability and skills requirements of NMD employers; 2) define and identify NMD disadvantaged groups within the unemployed and economically inactive population.</p>

	<ul style="list-style-type: none"> <li>The research will undertake a sectoral analysis to identify and inform current and future employability and skills supply. It will aid in the scoping of interventions to meet skill gaps, vacancy and recruitment challenges.</li> <li>It will identify 'what works' to address the needs and support of those who wish to access employment. The research will inform the design of future initiatives which can be included in future LMP Action Plans. It will identify opportunities for new sectoral Academies.</li> <li>The research will be agreed with Colleges to create a common approach to local labour market intelligence and improvement of employability outcomes in NMD</li> </ul> <p>The findings and recommendations from the research inform future skills and employability interventions to be taken forward by Council through ERT and / or the Labour Market Partnership</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	To approve an amendment to the Council's Memorandum of Understanding with Ulster University to include the completion of a research piece "Labour Market Supply and Demand Intelligence" at a cost of £25,000
<b>4.0</b>	<b>Resource implications</b>
4.1	£25,000 which has been included in a Letter of Offer from DFC Labour Market Partnership. DFC LMP Letter of Offer is issued as an indicated grant award. Completion of the research will only proceed on receipt of confirmation from DFC of the grant award for operational expenditure.
<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	<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>
	N/A
8.0	<b>Background Documents</b>
	N/A

<b>Report to:</b>	Enterprise Regeneration and Tourism Committee
<b>Date of Meeting:</b>	Monday 13 <sup>th</sup> June 2022
<b>Subject:</b>	Extension of the Off-Street Car Parking Enforcement Agency Agreement
<b>Reporting Officer (Including Job Title):</b>	Mr Colum Jackson, Assistant Director Enterprise Regeneration and Tourism Department
<b>Contact Officer (Including Job Title):</b>	Mr Gary McCurry, Duty Manager, Off Street Parking Function

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

<b>For decision</b>	<input checked="checked" type="checkbox"/>	<b>For noting only</b>	<input type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p><u>Purpose</u></p> <p>Members are asked to consider the content of this report and approve the recommendations in Section 3.1</p> <p><u>Background</u></p> <p>Members will be aware of the outcome of the ERT Committee meeting on 11<sup>th</sup> January 2021, whereupon it was agreed to authorise the following items:</p> <ul style="list-style-type: none"> <li>a) Officially inform DFI of the intention to test the market and seek options outside the current Agency Agreement for the service delivery of the Off-Street Parking enforcement contract post October 2022.</li> <li>b) To inform the ROSPG that NMDDC as a sitting member of the Group, has authority to collaboratively engage in the appointment and shared costs of an agreed appropriate consultant to inform the specification, necessary legal advice and tender documentation processes, to invite quotations from service delivery providers for all elements of an Off-Street Parking enforcement contract.</li> </ul> <p>Both items, a &amp; b above, were subsequently ratified at a full Council meeting and work commenced on researching potential alternatives.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	<p><b>1. <u>TENDERING PROCESS</u></b></p> <p>The Regional Off-Street Parking Group (ROSPG), which consists of a representative from all eleven Councils and DFI, was established to oversee and ensure a consistent approach of the function along with the existing Agency Agreement, reporting directly to the Society of Local Authority Chief Executives (SOLACE), via an appointed Liaison Officer.</p>

	<p>As the process is a collaborative venture, Procurement Officers from the Councils within the ROSPG engaged in a forum, with Ards &amp; North Down Borough Council kindly agreeing to take the lead. A wider understanding was gained of the huge task lying ahead, to test the market and tender for the required services of Parking Enforcement, Penalty Charge Notice Processing, machine maintenance, cash collection and reconciliation.</p> <p>The lead Procurement Officer produced a timeline of the expected tendering process incorporating the Council's specification, which highlighted that the available time to procure a new service provider, prior to the termination of the current Agency Agreement with DFI, was insufficient to fully research potential service providers in adequate detail and enable a smooth and orderly transition for the Councils.</p> <p>If a suitable alternative provider isn't appointed after the tender process, Councils may have the possibility to enter into a new agreement with the DfI.</p> <p>Additionally, some legal aspects also require resolution, centred around the Off-Street Parking (NI) Order 2000, which DFI have ownership of.</p> <p>DFI have agreed in principle to permit this 12-month extension of the Agency Agreement to the Councils, if approved, as they themselves are having to extend their own contract with the present service provider for 24-36 months due to similar issues encountered in the preparation and tendering process.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>Members are asked to approve the following:</p> <p>That Newry, Mourne &amp; Down District Council, to advise the DfI of our intention to extend the current Agency Agreement in collaboration with the members of the Regional Off- Street Parking Group (ROSPG) for an additional 12-month period from 1<sup>st</sup> November 2022 – 31<sup>st</sup> October 2023.</p>
<b>4.0</b>	<b>Resource implications</b>
4.1	No additional resources are envisaged at this juncture.
<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>
8.0	<p><b>Background Documents</b></p>
	<p>None</p>

<b>Report to:</b>	Enterprise, Regeneration and Tourism Committee
<b>Date of Meeting:</b>	Monday 13 <sup>th</sup> June 2022
<b>Subject:</b>	Ireland Association for Adventure Tourism (IAAT) Annual Conference
<b>Reporting Officer (Including Job Title):</b>	Andy Patterson, Assistant Director Tourism, Culture and Events
<b>Contact Officer (Including Job Title):</b>	Michelle Boyle, Head of Product Development and Visitor Experience

For decision	x	For noting only	
<b>1.0</b>			<b>Purpose and Background</b>
1.1			<p><u>Purpose</u></p> <p>To approve recommendations as set out in section 3.1 of this report to provide financial support towards the Ireland Association for Adventure Tourism (IAAT) annual conference to be held on 23-24 November 2022 in NMD.</p> <p><u>Background</u></p> <p>The IAAT is an independent representative association for the adventure tourism sector on the island of Ireland. This sector is one of the fastest growing within Irish tourism and the IAAT aims to work with adventure tourism operators to develop the sector in a sustainable and responsible manner.</p>
<b>2.0</b>			<b>Key issues</b>
2.1			<p>The annual IAAT Conference is taking place in Newcastle on 23-24 November. This is the first time that this conference is coming to the north and NMD is the preferred location given the district's exceptional credentials as an outdoor activity tourism destination. IAAT are expecting over 200 delegates to attend this conference who range from industry partners and activity tour operators and this will be an excellent opportunity to promote the Visit Mourne destination and businesses.</p> <p>Appendix 1 outlines the anticipated economic benefit in hosting the conference in the district this year. The conference organisers are seeking £15,000 funding support from Council to host the conference here later this year. Further support contributions are being sought from Tourism Northern Ireland and Fáilte Ireland.</p>
<b>3.0</b>			<b>Recommendations</b>
3.1			To provide £15,000 towards the Ireland Association for Adventure Tourism (IAAT) annual conference to be held in NMD in November 2022.

<b>4.0</b>	<b>Resource implications</b>
4.1	Required budget is available within ERT Departmental Budgets.
<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 N/a</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>
<b>7.0</b>	<b>Appendices</b>
	Appendix 1 – Letter from IAAT Conference Organisers
<b>8.0</b>	<b>Background Documents</b>
	N/A





1<sup>st</sup> June 2022

To Whom it may concern,

Ireland's Association for Adventure Tourism (IAAT) is proposing to host its annual conference in Northern Ireland for the first time. The Association is now inviting sponsorship, seeking the amount of £15,000 from *Newry, Mourne & Down District Council*.

To date IAAT has had successful conferences in Westmeath, Cork and Sligo – growing successfully each year, in terms of numbers and impact. This is the *first time that the conference will come to Northern Ireland*, as we work with partners to develop the sector in the North.

The following is an overview of the event, and we are proposing that the supporting Council sponsor the elements in blue text (open to discussion):

### **Day 1 (Wednesday 23rd November)**

#### DAY TIME:

Destination adventure experience showcase during the day - with IAAT membership and providers/buyers

- Destination Welcome & Sustainable Welcome Pack
- Delegate Experience Provision
- Transport
- Lunch/Refreshments

#### EVENING TIME:

Destination tourism product showcase expo with IAAT membership, Providers/Buyers, Local Tourism Industry, Local Authority Reps, Partners, Sponsors

- Destination Welcome & Welcome Pack
- Venue
- Expo Set Up
- Audio Visual
- Dinner/Refreshments
- Local Entertainment

### **Day 2 (Thursday 24th November)**

#### FULL DAY:

Conference with IAAT membership, Providers/Buyers, Partners, Sponsors/other Stakeholders

- Venue
- Expo Set Up

- Audio Visual
- Lunch/Refreshments
- Speakers incl Keynote(s)
- Panelist Discussions

### **BENEFITS FROM THE CONFERENCE**

The event will bring significant benefits to Northern Ireland, and particularly to the host venue area, including:

- 200+ bed nights (over 3 nights in November)
- 200+ delegates (including key industry stakeholders)
- Positive exposure of the Mourne region, with a focus on the outdoor activities available
- Buyers from all over Ireland will attend the conference, including tour operators and activity operators seeking collaborations in Northern Ireland
- Economic value for the area - to local hospitality, transport and other businesses
- Legacy plan to ensure that adventure tourism in the area benefits fully from the conference

Please note that we are also speaking to Tourism Northern Ireland and Fáilte Ireland to fund elements of the conference not covered by the Council such as conference refreshments, speakers, workshop facilitators, marketing & PR, photography, graphic design and printing.

We look forward to working with you, and if you need any further information whatsoever, please do not hesitate to ask.

Yours sincerely,



Brendan Kenny  
CEO, Ireland's Association for Adventure Tourism

<b>Report to:</b>	Enterprise, Regeneration and Tourism Committee
<b>Date of Meeting:</b>	Monday 13 <sup>th</sup> June 2022
<b>Subject:</b>	Castlewellan Forest Park
<b>Reporting Officer (Including Job Title):</b>	Jonathan McGilly, Assistant Director Enterprise, Employment & Regeneration
<b>Contact Officer (Including Job Title):</b>	Aveen McVeigh - Regeneration, Business Support and Development Officer

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

<b>For decision</b>	<input type="checkbox"/>	<b>For noting only</b>	<input checked="" type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p><u>Purpose</u> To note the recommendations in 3.1 of this report.</p> <p><u>Background</u> Council entered a lease with DAERA Forest Service on 1 January 2022 for the Arboretum and on 1 April 2022 for the remainder of the Park, the lease period is to 2045.</p> <p>Council has been progressing the vision to create a heritage led destination at Castlewellan Forest Park by connecting people with the natural and built heritage of the historic Demesne with several stakeholders.</p> <p><u>DAERA</u> Council is in receipt of a LoO from DAERA for £500,000 for the construction and restoration of several historic structures at the Bothy Yard and to improve access.</p> <p><u>NLHF (National Lottery Heritage Fund)</u> Council is in receipt of an award for partnership funding of £2,695,700. The project will create a heritage-led destination at Castlewellan Historic Demesne, to connect people with their built and natural heritage, celebrate and protect biodiversity, develop the Grange into a visitor hub and restore the walled garden as a living arboretum.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	Governance of the DAERA and NLHF project has been overseen by a Task and Finish Board. The Board has now concluded. A Project Board and Regeneration Stakeholder Forum will be created to over see the implementation of the NLHF Project.

	<p>A draft Terms of Reference (ToR) for the Project Board and Regeneration Stakeholder Forum was approved by S, P &amp; R in April 2022, the draft ToR for the Project Board has been reviewed by the Task and Finish Board and it was recommended that the ToR should include "the Board ensures that the NLHF outcomes will be achieved".</p> <p>A planning application was submitted in May 2021 for Castlewellan Forest Park. Council must undertake further bat surveys and an OCEMP to support the planning application as advised by NIEA due to the presence of eight species of bats in the Park.</p> <p>Council cannot commence the NLHF project without planning. Engagement with NLHF continues.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	<ul style="list-style-type: none"> <li>To note the action reports of the Task and Finish Board meetings and amendment to the Terms of Reference for the Project Board.</li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	NLHF awarded Council £2,695,700.00. Council has provision in the capital plan to provide match funding to NLHF project over a 4-year period. Match funding will also be secured through the provision of volunteer and staff time.
<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 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 checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input checked="" type="checkbox"/></p>
7.0	<p><b>Appendices</b></p>
	<p>Appx 1 - Report of Castlewellan Forest Park Task and Finish Project Board held on 8 April 2022.</p> <p>Appx 2 - Report of Castlewellan Forest Park Task and Finish Project Board 13 May 2022.</p> <p>Appx 3 - Terms of Reference for Project Board and Regeneration Stakeholder Forum.</p>
8.0	<p><b>Background Documents</b></p>
	<p>N/A</p>



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## **Report of Castlewellan Forest Park Task and Finish Project Board Meeting held on Friday 8 April 2022 at 3pm via MS Teams**

### **Attendees:**

**Chair:** Dr S Montgomery

**Elected members:** Cllr R Howell and Cllr A McMurray

**Council Officials:** J Ellis, T McClean, J McGilly, A Mallon, A Patterson and M Morrow (minutes)

**Others:** M Carey - (MHT), J J Cassidy and G Casement (Forest Service - FS)

**Apologies:** Cllr W Clarke, Cllr H Gallagher, Cllr L Devlin, A McVeigh, C Boyd and K Scullion.

### **Item 1. Welcome and Apologies**

<b>Item 2. Report from meeting on 1 March 2022</b>	<b>Action</b>
The report was proposed by Cllr Howell and seconded by Cllr McMurray.	
<b>Item 3. Matters arising and actions</b>	<b>Action</b>
Phasing to be shared at the next meeting including clarification on the role of the horticulturist.	Item 5 on agenda
Operational issued and will be dealt with once Council is operating the Park in April 2022.	Ongoing
Cllr McMurray to provide details to A Patterson for communication to be issued.	Complete
Seek an extension to the LoO to 31 March 2022.	Item 4 on agenda
ToR for interpretation to be developed in January 2022.	Item 5 on agenda
Discussion with the consultant to ensure a sympathetic approach is agreed on block 3.	Item 5 on agenda

Recruitment to commence once NLHF has reviewed and approved the changes.	Ongoing
Officers to source lockers for the Gardeners Store for the volunteer space once the NLHF project is live.	Noted
An informal tour to be organised of The Bothy after St Patrick's Day.	Complete
Finance – submit claims to DAERA.	Complete
Council to review programme with TetraTech.	Ongoing
International Dendrology Society – A delegation from Council to be in attendance to welcome the group and Council to issue a press release following the visit.	Ongoing
Zoom link to be shared from The Northern Ireland Heritage Garden Trust lecture on Castlewellan Arboretum.	Complete
<b>Item 4. DAERA project update</b>	<b>Action</b>
<ul style="list-style-type: none"> <li>• Completion</li> </ul> <p>Construction and restoration is complete with the exception of the platform lift.</p> <ul style="list-style-type: none"> <li>• Interpretation/Graphic design procurement</li> </ul> <p>Procurement process closed on 8 April 2022. Following panel assessment, a company will be appointed to undertake the contract.</p> <ul style="list-style-type: none"> <li>• Finance</li> </ul> <p>Claims continue to be submitted.</p> <ul style="list-style-type: none"> <li>• Launch/Opening</li> </ul> <p>Launch date will be agreed.</p> <p>ERT can accommodate opening and closing of buildings with current staff. Bothy will be included. Access to toilets will be coordinated with Aidan Mallon and Jonathan Ellis.</p>	<p>Update at the next meeting.</p> <p>Council to work on launch event</p> <p>ERT staff to open and close The Bothy</p> <p>Access to toilets will be coordinated with Aidan Mallon and Jonathan Ellis.</p>
<b>Item 5. NLHF</b>	<b>Action</b>



<ul style="list-style-type: none"> <li>• Project Manager's Report There is no requirement to have public access to the first floor of level 6 and maintenance only walkway may be a solution.</li> <li>• Programme Noted correspondence from Rivers Agency. A meeting is scheduled for 13 April with the IDT to discuss planning and responses to consultees, etc.</li> <li>• Risk Register Noted – Requires updating Conservation Management Plan requires review and if necessary, elements incorporated into the risk register.</li> <li>• Permission to Start Planning is required to be in place for a permission to start to be granted.</li> <li>• Recruitment Recruitment of the following had taken place – Park Warden, 2 park attendants, 2 receptionists and 2 general attendants. Project Officer post is pending.  Head Gardener and gardener's positions will be advertised soon.</li> <li>• Procurement of Consultant A meeting with the IDT will take place week on 13 April 2022, this will be discussed.</li> <li>• Advisory Committee The Committee will be co-chaired by Council and Forest Service with the first meeting taking place end of June/early July. Council will prepare plans to present to the Advisory Committee.</li> <li>• Interpretation The project has not developed to the stage of interpretation yet.</li> </ul>	<p>Update</p> <p>Risk register to be updated.</p> <p>Update to be provided at the next meeting.</p> <p>Advisory committee first meeting dates to be planned</p>
<b>Item 6. Approvals or Recommendations</b>	<b>Action</b>
None	
<b>Item 7. Any Other Business</b>	<b>Action</b>

<p>Dr S Montgomery and M Carey offered to provide a talk to newly recruited staff regarding heritage of the Park after Easter as part of their induction process.</p> <p>There is an elected members meeting with A Patterson scheduled for week beginning 11 April.</p> <p>The Board discussed the requirement to ensure that businesses/residents of the Park are not adversely impacted by the transition from FS to Council.</p> <p>The chair expressed thanks to A McVeigh in her role developing the project.</p>	<p>Heritage induction training to be organised for newly recruited staff by AP.</p> <p>Park Warden to be invited to attend.</p> <p>Council to continue liaising with all stakeholders.</p>
<b>Item 8 Date of next meeting</b>	<b>Action</b>
Friday 13 May 2022 at 3.00 p.m. MS TEAMS	



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## **Report of Castlewellan Forest Park Task and Finish Project Board Meeting held on Friday 13 May 2022 at 3pm via MS Teams**

### **Attendees:**

<b>Chair:</b>	Dr S Montgomery
<b>Elected members:</b>	Cllr A McMurray and Cllr H Gallagher
<b>Council Officials:</b>	C Boyd, M Boyle J Ellis, A Mallon, T McClean, J McGilly, A McVeigh and K Scullion,
<b>Others:</b>	J J Cassidy and G Casement (Forest Service - FS)
<b>Apologies:</b>	Cllr L Devlin, Cllr R Howell, Cllr W Clarke, A Patterson and M Carey - (MHT)

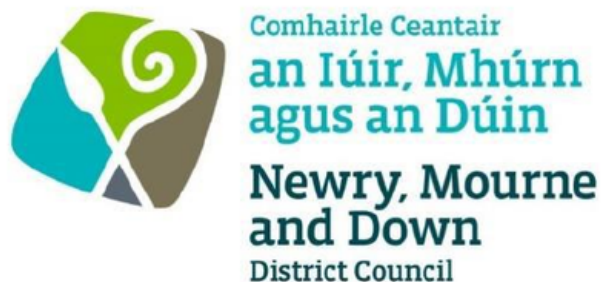
### **Item 1. Welcome and Apologies – as above**

<b>Item 2. Report from meeting on 8 April 2022</b>	<b>Action</b>
The report was proposed by Cllr McMurray and seconded by JJ Cassidy.	
<b>Item 3. Matters arising and actions</b>	<b>Action</b>
Interpretation/Graphic design procurement	Item 5 on agenda
Council to work on launch event for The Bothy	Item 5 on agenda
ERT staff to open and close The Bothy	Ongoing
Access to toilets will be coordinated with Aidan Mallon and Jonathan Ellis.	Ongoing
Risk register to be updated.	Ongoing
Head Gardener and gardener's positions will be advertised soon.	Item 6 on agenda
Advisory committee first meeting dates to be planned.	Item 6 on agenda

<p>Heritage induction training to be organised for newly recruited staff by AP.</p> <p>Elected members to meet with A Patterson - Park Warden to be invited.</p> <p>Council to continue liaising with all stakeholders to ensure that businesses/residents of the Park are not adversely impacted by the transition from FS to Council.</p>	<p>Induction to be held on 17 May 2022 with S Montgomery and M Carey.</p> <p>Complete - Meetings to continue as and when required.</p> <p>To be monitored</p>
<b>Item 4. Visit by International Dendrology Society</b>	
<p>The International Dendrology Society visited Castlewellan on 25 April 2022. The group were provided to a tour of the Walled Garden by Seamus O'Brien. The group noted on their next visit they would schedule a full day in Castlewellan. The group presented Council with a rare tree for planting in the Arboretum.</p>	
<b>Item 5. DAERA project update</b>	<b>Action</b>
<ul style="list-style-type: none"> <li>• Interpretation/Graphic design appointment A company has been appointed to undertake the contract. A meeting has taken place on site and themes are currently being investigated. Dr S Montgomery is assisting the company with images and wording.</li> <li>• Finance A final claim will be submitted by 31 May 2022. The project has been selected for an EU verification on site visit and for consultation on the Interim Evaluation NI Rural Development Programme 2014-20 Rural Tourism Scheme.</li> <li>• Launch/Opening An event will be organised when the project is complete and in conjunction with DAERA.</li> </ul>	<p>Launch date to be confirmed with DAERA.</p>
<b>Item 6. NLHF</b>	<b>Action</b>
<ul style="list-style-type: none"> <li>• Project Manager's Report It was noted that there is now the requirement to undertake additional Bat surveys and the requirement for an OCEMP to be submitted as requested by NIEA to support the planning application. Discussion surrounded discharge of run off. Investigations are ongoing by the consultant as the lake holds ASSI status.</li> </ul>	<p>Noted</p>

<p>FS noted that the Mill Pond and Lake have non reservoir status.</p> <p>A procurement process will be conducted for a Horticulturist to join the Integrated Design Team.</p> <ul style="list-style-type: none"> <li>• Programme</li> </ul> <p>PQQ documents are nearing completion for issue, however in the absence of planning Council is considering the potential delay in moving from PQQ to ITT and the impact on cost etc.</p> <ul style="list-style-type: none"> <li>• Risk Register</li> <li>• Permission to Start</li> </ul> <p>Planning is required to be in place for a permission to start to be granted.</p> <ul style="list-style-type: none"> <li>• Recruitment update</li> </ul> <p>Project Officer post is closing on 16 May 2022 and Head Gardener and gardener's positions will be advertised week beginning 16 May 2022.</p> <ul style="list-style-type: none"> <li>• Gardener's Cottage</li> </ul> <p>The Gardener's cottage is vacant since November 2021. An expression of interest for residency will be considered for Council staff in the future.</p> <ul style="list-style-type: none"> <li>• Advisory Committee</li> </ul> <p>The advisory committee membership was discussed, FS to agree to the members and will Co-Chair the Committee.</p> <ul style="list-style-type: none"> <li>• Project governance                         <ul style="list-style-type: none"> <li>• Project Board</li> <li>• Regeneration Stakeholder Forum</li> </ul> </li> </ul> <p>As the project moves into project implementation, it was approved at S, P and R that a Project Board and Regeneration Stakeholder Forum would be formed to oversee the implementation of the NLHF project and that the Task and Finish Board would cease.</p> <p>It was noted that it was important that the Project Board ensures that the NLHF outcomes will be achieved.</p>	<p>Noted</p> <p>Noted</p> <p>FS to share nominations for the Committee.</p> <p>Updated ToR of Project Board to be presented to ERT for noting.</p>
<p><b>Item 7. Approvals or Recommendations</b></p>	<p><b>Action</b></p>
<p>None</p>	
<p><b>Item 8. Any Other Business</b></p>	<p><b>Action</b></p>

<p>Dr. S Montgomery expressed her thanks to all members of the Task and Finish Board and officially resigned as Chair of the Task and Finish and wished the Council well in the establishment of the Project Board and Regeneration Stakeholder Forum.</p> <p>Gratitude was expressed by elected members and officers to Dr Sally Montgomery for her support and dedication to Castlewellan Forest Park projects.</p>	
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## **Castlewellan Forest Park – Project Board ToR**

Council is in receipt of funding from NLHF to deliver “Re-rooting our past in the future: Castlewellan Historic Demesne”. The project comprises of heritage restoration, construction, educational and volunteering.

### **1. Purpose and principles**

The CFP Project Board is the governance body of the NLHF project accountable to the Strategic, Policy and Resource Committee. The Board has an advisory and challenge function in support of the Senior Responsible Owner (SRO).

The CFP Project Board will adopt best practice project and programme management principles, work to an agreed programme plan and progress reporting schedule.

CFP Project Board members will provide resource and specific commitment to support the Director of Enterprise, Regeneration and Tourism to deliver the outline deliverables as highlighted in the Project.

The Council expects that all members of the Project Board will ensure that they:

- Understand the project, the plan, requirements and monitor progress against the plan
- They act proactively to ensure affective delivery of the plan, by acting on those factors that affect the successful delivery of the plan
- Ensure an effective relationship, and good communication, with all partners and stakeholders involved in this plan
- Be aware of the broader perspectives and how it affects the projects
- Be committed to the success of the project

All members will

- Work based on equality of opportunity for all
- Transparency, openness in taking the project forward
- Regular attendance at meetings
- Act as advocates for the project, engaging with internal and external stakeholders

And ensure that the following the NLHF outcomes will be achieved:



- A wider range of people will be involved in heritage
- Heritage will be in better condition
- Heritage will be identified and better explained
- People will have developed skills
- People will have learnt about heritage, leading to change in ideas and actions
- People will have greater wellbeing
- The local area will be a better place to live, work or visit
- The local economy will be boosted

## 2. Membership:

Role	Name
Programme Chair	To be elected
Elected member	ClIr Willie Clarke
Elected member	ClIr Roisin Howell
Elected member	ClIr Laura Devlin
Elected member	ClIr Hugh Gallagher
Elected member	ClIr Alan Lewis
Elected member	ClIr Glyn Hanna
Elected member	ClIr Andrew McMurray
Programme SRO	Conor Mallon, Director ERT
Board Member (Finance)	Gerard Byrne
Board Member (Construction)	Caolain Boyd
Board Member (Facilities)	Kevin Scullion
Board Member (Regeneration)	Jonathan McGilly
<i>Project Sponsor</i>	
Board Member (Tourism)	Andrew Patterson
Senior Stakeholders (NLHF)	Angela Lavin

If a topic or issue arises, and the board feels the topic is outside the expertise of the members the board will seek the advice of external experts.

It is recognised that board membership may grow as the project progresses.

### **Project Roles and Responsibilities:**

*Project Chair*

The chair will champion the Project at the Strategic Policy and Resources Committee. It is the responsibility of the chair to ensure that the project objectives are aligned with the Strategic Policy and Resources Committee's expectations and that board members act collegially in the realisation of the project benefits.

#### *Project SRO*

Accountable for the project; responsible for the continuing viability of the business case and its delivery, ensuring appropriate project mandates, approvals and governance, ensuring permission to proceed where decisions are outside project scope and Board authority, decision-maker. The single individual with overall responsibility for ensuring that the project meets its objectives and delivers the projected benefits.

#### *Board Member*

(Elected Members, Finance, Construction, Facilities, Regeneration and Tourism) – has a strategic interest in the project, a responsibility for investment decision-making, champions the project at Committee level to ensure buy-in, provides clear contextual direction for the project and enables the delivery of the project objectives.

#### *Senior Stakeholders*

Provides external perspective to the programme and departmental insight into issues under discussion. Advises on potential or actual impacts on and interactions with other related projects and initiatives, including communications. Does not champion the interests of an individual department or organisation.

#### *PMO*

Responsible for managing and distributing programme documentation, including version control.

### **3. Reporting Arrangements:**

Reports of the work of CFP Project Board will be presented to the Strategic, Policy and Resources Committee and recommendations for approval included, as and when required.

### **4. Confidentially:**

All board members are advised that information discussed in closed meetings should always be treated as confidential.

All board members are further reminded to store any information securely and remain mindful that the Council at times requires a "safe space" to develop ideas, debate live issues and reach decisions away from external interference or scrutiny. This information has been provided to you in your role as a Member to the CFP Project Board, the information is privileged and strictly not for disclosure to any third party at this time.

As the Project progresses it may be appropriate for Board membership to change to reflect the stage the Project has reached.

### **5. Deputies:**

It is expected that all Board members attend the THR Project Board meeting. Where this is not possible (e.g. through annual leave, sickness or other circumstances) an appropriate representative should be asked to attend. They should be empowered to make decisions at the meeting.

### **6. Quorum:**

For decision making the Chair, Project SRO, Director of Corporate Services and at least 2 Board Members should be in attendance.

### **7. Frequency of Meetings:**

Project Board meetings will initially be scheduled to take place every month until Project closure, however may vary at the discretion of the Chair. As the Project develops it may be necessary to hold frequent meetings.

### **8. Reporting Arrangements:**

A monthly highlight/dashboard report from the SRO will be distributed via email with Board papers to the Project Board by the PMO. A Pre-board meeting/ briefing between the Chair and SRO will take place to highlight key meeting issues. The Chair may invite or delegate his role at these meetings to the Board Member responsible for Assurance.

### **9. Secretariat:**

Project Board Secretariat will be provided by the PMO.

### **10. Agenda and papers:**

The agenda and all papers will be distributed by email to Board members by the PMO. The actions to be taken will be recorded in the Project Board's minutes which will be circulated to all Board members.

The Chair is responsible for ensuring that the minutes of meetings produced by the PMO accurately record the decisions taken, and, where appropriate, that the views of individual Board members have been considered. Minutes will be formally

approved at the subsequent meeting (or by email where this would be more than one month later).

All Project Board agenda items must be forwarded to the PMO by Close of Business five (5) working days prior to the next scheduled meeting. Project Board papers will be subject to quality review before being issued to the Board.

The Project Board agenda, with attached meeting papers will be distributed at least three (3) working days prior to the next scheduled meeting.

#### Draft Agenda for the monthly Project Board meeting

1. Introduction
2. Apologies
3. Agree Minutes of Previous Meeting
4. Review Action Points
5. Project Highlight/ Dashboard Report
6. Review of Risks and Issues
7. Consider any Project Board papers
  - Regeneration Stakeholder Forum
8. AOB
9. Dates of Next Meeting

Any AOB items need to be with the PMO by Close of Business five (5) working days prior to the next scheduled meeting along with any relevant documentation or clarification. In exceptional circumstances, previously unadvised AOB items may be allowed at the Chair's discretion.

### **11. Castlewellan Forest Park – Regeneration Stakeholder Forum**

The overarching aim of the NLHF project is restore the historic landscape of Castlewellan Forest Park, to create positive and lasting change for people and communities, now and for the future.

The Stakeholder Forum will oversee elements of project delivery ensuring that the NLHF outcomes are achieved.

Membership will comprise of Forest Service (land owners), Mourne Heritage Trust, Castlewellan Futures, specialist interest groups and Council staff.

**April 2022**

<b>Report to:</b>	Enterprise, Regeneration and Tourism Committee
<b>Date of Meeting:</b>	Monday 13 June 2022
<b>Subject:</b>	Change of location for Downpatrick Artisan Market
<b>Reporting Officer (Including Job Title):</b>	Jonathan McGilly, Assistant Director Enterprise, Employment and Regeneration
<b>Contact Officer (Including Job Title):</b>	Margaret Quinn Regeneration and Business Development 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><u>Purpose</u> To note the relocation of the Downpatrick Artisan Market, from current location of Market Street North Car Park, to the new location of St Patrick Square, commencing on Saturday 18 June 2022.</p> <p><u>Background</u> Due to logistical requirements at the Down County Museum, the Downpatrick Artisan Market relocated to the Market Street North Car Park in 2021. This change of location, due to reduced visibility, has resulted in lower visitor numbers to the market. To address this, many of the established traders requested that Council provide a more prominent location for the market. Council officers considered alternative locations and the St Patrick Square has been identified as the preferred location.</p> <p>The market will continue to operate monthly on the 3<sup>rd</sup> Saturday from 11 am to 3 pm.</p>	
<b>2.0</b>	<b>Key issues</b>	
2.1	Engagement has been undertaken with established businesses on the Square and no objections have been received. Engagement has also been undertaken with the two market traders who currently operate at the site on Saturday mornings. These existing traders are content to facilitate the artisan market.	
<b>3.0</b>	<b>Recommendations</b>	
3.1	To note the relocation of the Downpatrick Artisan Market, from current location of Market Street North Car Park, to the new location of St Patrick Square, commencing on Saturday 18 June 2022.	
<b>4.0</b>	<b>Resource implications</b>	

4.1	There are no further resource implications.
<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>

	<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>	Enterprise Regeneration & Tourism Committee
<b>Date of Meeting:</b>	Monday 13 <sup>th</sup> June 2022
<b>Subject:</b>	Forkhill Former Barrack Site – Report of Partnership Committee meeting held on 10 <sup>th</sup> May 2022
<b>Reporting Officer (Including Job Title):</b>	Jonathan McGilly, Assistant Director Enterprise, Employment & Regeneration
<b>Contact Officer (Including Job Title):</b>	Seamus Crossey – Project Manager Enterprise, Employment & Regeneration

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><u>Purpose</u> To note the content of attached report</p> <p><u>Background</u> As previously agreed at ERT Committee Meeting 13<sup>th</sup> Sept 2021, Council have been working in a long-term partnership with DFC, DAERA and the local community in regards assessing options for the future of the remaining elements of land on the former Barracks site in the village of Forkhill.</p> <p>Following the last meeting of the Partnership, it was acknowledged that the Biodiversity &amp; Access Plan had been signed off on and was then to also be costed by the Plan Authors 'EcoSeeds' as requested. The breakdown clearly showed that an element of site clearance and follow-up wildflower planting can be achieved by November 2022 in-line with the funding requirements.</p> <p>The Peace Programme have confirmed that the £50,000 eligible to the site, must be spend by November 2022, subject to a finalised project update now been provided to SEUPB and Framework Contractor Quotations being shared with CPD.</p> <p>The Council Framework Contractor has now been engaged to cost out the works and subject to PEACE programme/CPD approval will then move towards late summer site works taking place.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	With a limited delivery timeframe up-to the end of November 2022 in relation to the Peace Programme, it is important to now proceed as a matter of urgency to get the onsite works programmed and completed.

	<p>It was confirmed that prior to any works starting a Site Meeting would be held with Community Rep's to fully explain the sequence and nature of the works that were to take place.</p> <p>While not all elements of the Biodiversity &amp; Access Plan can be delivered during the initial phase of the works, important that other aspects are followed up and any relevant approvals obtained, particularly regarding Pathways and Signage.</p> <p>On the bigger issue of land transfer from DFC to Council, officials to follow-up to see what stage this process is now at.</p> <p>The Blast Wall removal and Footpath restatement remain longer term priorities for the overall-site, and it is important that the Council and other Central Government Partners continue to work with the community on this. If required any Surveying or Advance Study/Fees costs should be budgeted for.</p> <p>Key Actions then agreed at the meeting were:</p> <ul style="list-style-type: none"> <li>- Council officials work closely with the PEACE Programme to confirm funder approval of the site clearance and planting works to the Forkhill site before the end of November 2022.</li> <li>- Continue to follow-up with the required approvals to deliver other elements of the Biodiversity &amp; Access Plan for the Forkhill Former Barracks Site, after completion of this initial Peace Programme phase.</li> <li>- Council and DFC ensure that the Partnership Committee are kept update in relation to the Land Transfer Process.</li> </ul>
<b>3.0</b>	<b>Recommendations</b>
3.1	To note content of report.
<b>4.0</b>	<b>Resource implications</b>
4.1	No direct Council monies are available for the site. £50,000 available from the Peace Programme (Business Case approved ERT Sept 2021) to be spent on site clearance and planting before the end of November 2022.
<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>Report of Forkhill Former Barracks Site Partnership Committee Meeting held on 10<sup>th</sup> May 2022.</p>
8.0	<p><b>Background Documents</b></p>
	<p>N/A</p>

**Title of Working Group/Forum: Meeting of the Forkhill Former Barracks Site Partnership Committee**

Date/time/venue: Wednesday 10<sup>th</sup> May 2022 via Microsoft Teams

In Attendance: Cllr D Murphy, Cllr P Byrne, Cllr M Larkin, Mr S McGivern (FCA), Mr B Boyle (FADDA), Mr R McCumusikey (FADDA), Ms E Carr (Peace Programme)

Chaired by: Cllr M Larkin Officers present: Mr J McGilly, Mr S Crossey, Mr D Rice

Apologies for non-attendance: Ms L Murphy, Ms C McInerney, Mr B Cunningham

Agenda Item Number	Subject	Agreed way forward (if matter requires Committee/Council approval, a separate Report should be compiled and submitted to Committee)	Lead Officer	Actions taken/Progress to date	Remove from Action Sheet Y/N
1	<p>Background &amp; Update:</p> <ul style="list-style-type: none"> <li>- Following the last meeting of the Partnership, it was acknowledged that the Biodiversity &amp; Access Plan had been signed off on and now has also been costed by EcoSeeds as requested. The Breakdown clearly shows that an element of site clearance and follow-up wildflower planting can be achieved by November 2022 in-line with the funding requirements.</li> <li>- The Peace Programme have confirmed that the £50,000 eligible to the site, must be spend by November 2022, subject to a finalised project update now been provided to SEUPB and Framework Contractor Quotations being shared with CPD.</li> <li>- The Council Framework Contractor has now been engaged to cost out the works and subject to PEACE programme/CPD approval will then move towards late summer site works taking place.</li> </ul>		S Crossey	1.) Council officials work closely with the PEACE Programme to confirm funder approval of the site clearance and planting works to the Forkhill site before the end of November 2022.	N

2	<p>Key Discussion Items;</p> <ul style="list-style-type: none"> <li>- It was confirmed that prior to any works starting a Site Meeting would be held with Community Rep's to fully explain the sequence and nature of the works that were to take place.</li> <li>- While not all elements of the Biodiversity &amp; Access Plan can be delivered during the initial phase of the works, important that other aspects are followed up and any relevant approvals obtained, particularly regarding Pathways and Signage.</li> <li>- On the bigger issue of land transfer from DFC to Council, officials to follow-up to see what stage this process is now at.</li> <li>- The Blast Wall removal and Footpath restatement remain longer term priorities for the overall-site, and it is important that the Council and other Central Government Partners continue to work with the community on this. If required any Surveying or Advance Study/Fees costs should be budgeted for.</li> </ul>	S Crossey	<p>2.) Continue to follow-up with the required approvals to deliver other elements of the Biodiversity &amp; Access Plan for the Forkhill Former Barracks Site, after completion of this initial phase.</p> <p>3.) Council and DFC ensure that the Partnership Committee are kept update in relation to the Land Transfer Process.</p> <p>4.) On longer term priorities for the overall site, it is important that the Council and other Central Government Partners continue to work with the community on this.</p>	<b>N</b>
3	<p style="text-align: right;">AOB</p> <ul style="list-style-type: none"> <li>- No issues were raised.</li> </ul>	S Crossey		<b>N</b>

Signed: \_\_\_\_ Seamus Crossey (Project Manager - Lead Officer)

**HISTORIC****ACTION TRACKER SHEET****ENTERPRISE REGENERATION AND TOURISM COMMITTEE****(For Noting at ERT Meeting – 13 June 2022)**

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ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		October 2019			
ERT/138/2019	CARLINGFORD LOUGH GREENWAY	<p>(a) The Council proceed to commence the PQQ contractor procurement stage for the Northern section of the Carlingford Lough Greenway.</p> <p>(b) Council Officers to update Councillor McMurray regarding plans for Greenways at Comber/Downpatrick.</p>	J McGilly	<p>Negotiations ongoing with landowners and funder. Revised submission submitted to funders May 2020. Planning submitted and awaiting decision. SEUPB considering additional funding bid. Economic appraisal completed and</p>	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
				with SEUPB and DfI	
		(AUGUST 2020)			
ERT/095/2020	CAR PARK BANN ROAD CASTLEWELLAN	To progress the proposed redevelopment of the Bann Road parking area in collaboration with DfI and approve the submission of a planning application for a change of use for the area concerned.	C Jackson	In progress, work has commenced and due for completion by June 2022.	N
		SEPTEMBER 2020			
ERT/129/2020	(Historic Action) NEWCASTLE HARBOUR	A paper be brought to a meeting of the Enterprise Regeneration & Tourism Committee Meeting outlining proposals to move forward with the regeneration of Newcastle Harbour.	J McGilly	Work in progress,  Following September ERT Working group to be established to progress in line with Master plan review for Newcastle	N
		(MARCH 2021)			
ERT/051/2021	WARRENPOINT BATHS	1. Council continue to ensure that ongoing measures are taken to monitor and address Health and Safety concerns as they arise at the existing Baths Structure.	J McGilly	SOC complete and presented to Feb SFWG.	N



ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		<p>2. Council officials to continue discussions with potential funders given the development of new funding programmes - Peace Plus; Shared Prosperity Fund; NLHF, Tourism NI, etc, based on the development of the facility as per the planning approval that is currently in place on the site.</p> <p>3. Council officials proceed with appointment of a consultancy team to prepare a business case / economic appraisal on the existing Council approved scheme based on the Planning approval in place for the Warrenpoint Baths site.</p>			
ERT/093/2021	LEVELLING UP FUND	<p>1. The Council do not submit an application in the current call for 18 June 2021 Levelling Up Fund, but explore and develop initiatives that best fit the criteria utilising the Development fund that will become available early summer.</p> <p>2. In respect of CRF, the Council explore potential joint funding bids with FE sector aligned to economic development and regeneration strategy.</p>	J McGilly	Work in progress	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		( AUGUST 2021 )			
ERT/137/2021	NOTICE OF MOTION RE: REVIVAL OF DOWNPATRICK TOWN CENTRE	<p>To note Report dated 09 August 2021 from Mr J McGilly, Assistant Director Enterprise, Employment &amp; Regeneration, and proceed as follows:</p> <ul style="list-style-type: none"> <li>Officers carry out a detailed options appraisal in partnership with local elected Members and business representatives, looking at the most suitable option going forward, that best represents the need of the Town Centre.</li> <li>Report back to the ERT Committee with findings of the options appraisal exercise.</li> </ul>	J McGilly	<p>Work in progress. Report to Feb ERT on next steps following consultation with key stakeholders.</p> <p>Facilitated workshop currently being planned for March /April 2022</p>	N
		(SEPTEMBER 2021)			
ERT/178/2021	SUBMISSIONS TO DFIRE: GREENWAY AND ACTIVE TRAVEL PROJECTS	<p>Given their importance to the District's tourism industry, Task and Finish Working Groups be set up for:</p> <ul style="list-style-type: none"> <li>- Development of Greenways</li> <li>- Newcastle Harbour</li> </ul>	J McGilly	Work in progress	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		An update be provided to Councillor Stokes regarding the application in respect of Newry Greenway.			
		<b>(OCTOBER 2021)</b>			
ERT/183/2021	LABOUR MARKET PARTNERSHIP	<p>a) To note that Council have prepared and submitted to the Department for Communities, a Strategic Assessment and Action Plan for implementation of a Labour Market Partnership (LMP) across the District.</p> <p>b) To approve the Business Case for the Labour Market Partnership Action Plan.</p> <p>c) To approve that Council now procure and appoint external delivery agents to implement the range of initiatives outlined in the business case, and approved for funding by Department for Communities.</p> <p>d) To approve the acceptance of Department for Communities Letters of Offer for Labour Market Partnership / Skills and Employability activity, including administration and operational costs.</p>	J McGilly	<p>Work in progress – update at Jan 2022 ERT Plan currently being implemented via series of SLAs.</p> <p>2022/2023 plan submitted awaiting approval</p>	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		e) To approve the development and submission of a Labour Market Partnership Strategic Assessment & Action Plan for the 2022/2023 financial period, with details on same to be tabled at a further meeting of Council.			
ERT/185/2021	REPORT OF WARRENPOINT FRONT SHORE PUBLIC REALM SCHEME TASK & FINISH – 05/10/2021	<p>To accept the following recommendations arising from the Warrenpoint Front Shore Public Realm Scheme Task and Finish Steering Group Meeting held on Tuesday 05 October 2021:</p> <ul style="list-style-type: none"> <li>To extend the Public Consultation process for the proposed Breakwater Scheme.</li> <li>To note the Task &amp; Finish Steering Group are in agreement to proceed based on a phased approach, to the overall delivery of a Warrenpoint Front Shore / Breakwater Public Realm Scheme.</li> <li>A separate report on the project and it's cost options, to be take to the next Meeting of the Council's Strategic Finance Working Group.</li> <li>The project proceeds to RIBA Stage 4 with it's Consultants, to ensure that the contractor for Phase 1 is appointed and in</li> </ul>	J McGilly	<p>Work in progress</p> <p>Contractor appointed and funding in place</p> <p>Commencement of contract to be confirmed.</p>	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		place to meet the required funding commitment.			
		<b>(NOVEMBER 2021)</b>			
<b>ERT/212/2021</b>	(EXEMPT) COVID 19 RECOVERY WORKING GROUP MTG 21 OCTOBER 2021	a) To support the implementation of a Jobs and Careers fair, focusing on the Hospitality and Tourism Sector.  b) That works are carried out to improve beach access and provide facilities at coastal areas across the District including Warrenpoint, Rostrevor and Lecale.  c) Development of a Masterplan to develop walking linkages at Quoile Downpatrick.	J McGilly          A Patterson	In progress Event planned for 30 June 2022   In progress   In progress	Y
		<b>DECEMBER 2021</b>			
<b>ERT/237/2021</b>	(EXEMPT) BANN ROAD CASTLEWELLAN – PARK AND RIDE	Committee members approve the attached business case for a Capital spend to develop a 72 bay Park 'n' Share facility at Bann Road, Castlewellan.  b) Members approve the revised Capital	C Jackson	In progress, work has commenced and due for completion by June 2022	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		budget as set out in Section 4.1 of Report dated 13 December 2021 from Mr C Jackson Assistant Director Building Control & Regulations.			
ERT/239/2021	(EXEMPT) CAR PARK DOWNPATRICK STREET SAINTFIELD	To approve the business case for the Capital spend required to carry out the refurbishment project for Downpatrick Street car park, Saintfield.	C Jackson	In progress, work to commence Jun/July 2022	N
		<b>FEBRUARY 2022</b>			
ERT/025/2022	DOWNPATRICK TOWN CENTRE	<ol style="list-style-type: none"> <li>1. To organise a facilitated workshop with key stakeholder groups to discuss and identify the main priorities in order to develop a strategy focused on the needs of the town.</li> <li>2. To appoint a facilitator for the workshop and prepare a report detailing the findings and recommendations from the workshop.</li> </ol>	J McGilly	Report on next steps to be tabled at June ERT	N
ERT/038/2022	(EXEMPT) WARRENPOINT MARINA PROJECT	<p>Council proceed to Stage 2 of the Warrenpoint Marina Development by:</p> <ol style="list-style-type: none"> <li>1. Procurement and appointment of a multi-disciplinary team to develop the</li> </ol>	J McGilly	Work in progress	N

ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
		Environmental Impact Assessment/Statement. 2. Complete the studies that are required to support the Environmental Impact Assessment and planning application. 3. Submission of a Planning Application. 4. Investigate all potential funding opportunities.			
		<b>(MARCH 2022)</b>			
ERT/050/2022	NOTICE OF MOTION RE: ANIMAL WELFARE FORUM	(a) 2 No. Councillors to be included on the Paws for Thoughts forum, and as part of elected member engagement on this forum, consider options for further consultation with charity groups through the forum.  (b) Elected Member nominations to the Paws for Thought forum to be agreed at the next meeting of the Party Representatives Meeting.  (c) The ERT Committee to review Licensing Department 6 monthly reports and consider if further action is required.	C Jackson	In progress          No nominations received to date.	N
ERT/056/2022	(EXEMPT)	To approve the business Case	A Patterson	In progress	Y



ITEM	SUBJECT	DECISION	REFERRED TO	ACTION TAKEN	REMOVE FROM ACTION SHEET Y/N
	NEWCASTLE HARBOUR BERTHING PROVISION	and undertake the necessary procurement exercises to install fixed floating pontoon with gated access ramp to improve accessibility at Newcastle Harbour and enhance the aesthetics of the facility.			
		(APRIL 2022)			
All actions arising from ERT April 2022 have been completed.					
		(MAY 2022 to follow)			

<b>Report to:</b>	Enterprise, Regeneration and Tourism Committee
<b>Date of Meeting:</b>	Monday 13 <sup>th</sup> June 2022
<b>Subject:</b>	Lower Hill Street, Newry and Church Street, Downpatrick Revitalisation Schemes
<b>Reporting Officer (Including Job Title):</b>	Jonathan McGilly, Assistant Director Enterprise, Employment and Regeneration
<b>Contact Officer (Including Job Title):</b>	Martin Patterson, Regeneration and Business Development Officer

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

<b>For decision</b>	<input type="checkbox"/>	<b>For noting only</b>	<input checked="" type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p><u>Purpose</u> To note the update on the implementation of 2 revitalisation schemes: Lower Hill Street, Newry and Church Street, Downpatrick</p> <p><u>Background</u> The Council in August 2021 approved the acceptance of two Letters of Offer from the Department for Communities (DfC) to deliver two revitalisation schemes. DfC had identified funding for the Council to enhance two locations namely, Lower Hill Street, Newry and Church Street, Downpatrick. The available funding was £250,000 for Lower Hill Street, Newry and £200,000 for Church Street, Downpatrick. The Council were required to contribute a 10% contribution to each project.</p> <p>The project Letter of Offer deadlines are April 2022 for Newry and 31 March 2023 for Downpatrick.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	<p>The Council have now commenced the delivery and implementation of the two schemes;</p> <ul style="list-style-type: none"> <li>Lower Hill Street, Newry (DfC £250k + £25k NMDDC)</li> </ul> <p>The project has been completed. The project steering group (Newry City Councillors, local traders, Newry BID) agreed to offer a shop front enhancement grant to all businesses in the eligible area (Lower Hill Street, Mill Street, O'Hagan Street, St Mary Street and St Colman's Park). The offer was up to a maximum of £4,000 at 100% grant aid. The funding was provided for improvements such as painting, signage, shuttering, window replacement or reasonable upgrades that would enhance the frontage of the property. Letters of Offer were issued to the local businesses for</p>

	<p>funding and works have been completed on 59 shop fronts. A potential underspend was identified on the shop front scheme and the project steering group agreed to use this for additional festive lighting, Newry Market upgrades and Parklet development. This additional activity has been completed, the project activity is closed and the Letter of Offer conditions have been met in full.</p> <ul style="list-style-type: none"> <li>Church Street, Downpatrick (DFC £200k + £20k NMDDC)</li> </ul> <p>The overarching aim of the project is to create a welcoming presence for the residents, traders, and visitors to the area. Church Street is a gateway to Downpatrick. The project has implemented the following to date:          Christmas lights were purchased for DeCourcy Place and Downpatrick Arts Centre. A shop front improvement scheme delivered improvements to 11 businesses. Grant level is up to a maximum of £5,000 at 100% grant aid. A second Expression of Interest has been issued.          An Expression of Interest was issued for painting of derelict buildings, no applications were received.          Landscaping schemes are complete at Saul Way and New Bridge Street.          DeCourcy Place was cleaned and painted.          An interpretation panel providing information on St Margaret's and the Grave of Thomas Russell. The wall at the St Margaret's was cleaned.          A mural was painted on the side of 11 Church Street. The mural is a celebration of ASH's hit single "Girl from Mars" (entrance to Church Street car park).          Church Street car park was relined.          Two bus stops and bins will be installed.          Council is developing a concept design for Church Street to RIBA Stage 1.          The steering group, along with DfI are considering additional projects for inclusion.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	To note the update on the implementation of 2 revitalisation schemes: Lower Hill Street, Newry and Church Street, Downpatrick.
<b>4.0</b>	<b>Resource implications</b>
4.1	<p>Match funding was made available within existing budgets and was approved by the Council in August 2021:</p> <ul style="list-style-type: none"> <li>Lower Hill Street, Newry – match funding of £25,000</li> <li>Church Street, Downpatrick – match funding of £20,000</li> </ul>
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b>

	The project did not have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/>
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: Consultation relating to the project has been undertaken.</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 type="checkbox"/></p>
7.0	<b>Appendices</b>
	N/A
8.0	<b>Background Documents</b>
	N/A

# Newry, Mourne & Down District Council – May 2022

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## 1. Live Applications

MONTH 2022/23	NEW APPLICATIONS	LIVE APPLICATIONS	LIVE APPLICATIONS OVER 12 MONTHS
April 2022	142	1,120	235
May 2022	132	1,070	248

## 2. Live Applications by length of time in system

Month 2022/23	Under 6 months	Between 6 and 12 months	Between 12 and 18 months	Between 18 and 24 months	Over 24 months	Total
April 2022	660	225	89	37	109	<b>1,120</b>
May 2022	609	213	94	43	111	<b>1,070</b>

## 3. Live applications per Case Officer

Month 2022/23	Average number of Applications per Case Officer
April	69
May	66

## 4. Decisions issued per month

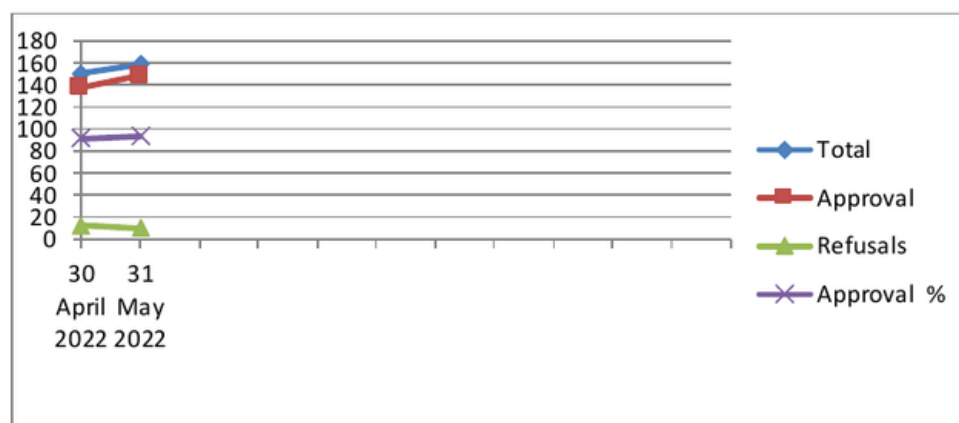
Month 2022/23	Number of Decisions Issued	Number of Decisions Issued under delegated authority
April	151	139
May	159	152

## 5. Decisions Issued YTD

Month 2022/23	Number of Decisions Issued	Breakdown of Decisions	
April	151	Approvals (138)	91%
		Refusals (13)	9%
May	310	Approvals (287)	93%
		Refusals (23)	7%

## Newry, Mourne & Down District Council – May 2022

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### 6. Enforcement Live cases

Month 2022/2023	<=1yr	1-2 yrs	2-3 yrs	3-4 yrs	4-5 yrs	5+ yrs	Total
April	214	154	75	74	78	96	691
May	218	144	79	79	75	97	692

### 7. Planning Committee

Month	Number of Applications presented to Committee	Number of Applications Determined by Committee	Number of Applications Withdrawn/ Deferred for future meeting	Number of Officer recommendation overturned
6 April 2022	10	7	3	1
11 May 2022	9	7	2	5
1 June 2022	9	6	3	3
<b>Totals</b>	<b>28</b>	<b>20</b>	<b>8</b>	<b>9</b>

### 8. Appeals

Planning Appeal Commission Decisions issued during period 1 May 2022 to 31 May 2022

Area	Number of current appeals	Number of decisions issued	Number of decisions Allowed	Number of decisions Dismissed	Withdrawn
Newry & Mourne	29	1	1 partially*	1 partially*	-
Down	46	0	-	-	-
<b>TOTAL</b>	<b>75</b>	<b>1</b>	<b>1*</b>	<b>1*</b>	<b>0</b>

Newry, Mourne & Down District Council – May 2022

Statutory targets monthly update - April 2022 (unvalidated management information)  
Newry, Mourne and Down

Major applications (target of 30 weeks)					Local applications (target of 15 weeks)				Cases concluded (target of 39 weeks)			
	Number received	Number decided/ withdrawn <sup>1</sup>	Average processing time <sup>2</sup>	% of cases processed within 30 weeks	Number received	Number decided/ withdrawn <sup>1</sup>	Average processing time <sup>2</sup>	% of cases processed within 15 weeks	Number opened	Number brought to conclusion <sup>3</sup>	"70%" conclusion time <sup>3</sup>	% of cases concluded within 39 weeks
April	0	1	303.8	0.0%	92	146	20.9	33.6%	25	46	98.9	45.7%
May	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
June	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
July	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
August	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
September	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
October	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
November	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
December	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
January	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
February	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
March	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
Year to date	0	1	303.8	0.0%	92	146	20.9	33.6%	25	46	98.9	45.7%

Source: NI Planning Portal

Notes:  
1. DCs, CLUDS, TPOS, NMCS and PADS/PANs have been excluded from all applications figures



## Newry, Mourne & Down District Council – May 2022

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*2. The time taken to process a decision/withdrawal is calculated from the date on which an application is deemed valid to the date on which the decision is issued or the application is withdrawn. The median is used for the average processing time as any extreme values have the potential to inflate the mean, leading to a result that may not be considered as "typical".*

*3. The time taken to conclude an enforcement case is calculated from the date on which the complaint is received to the earliest date of the following: a notice is issued; proceedings commence; a planning application is received; or a case is closed. The value at 70% is determined by sorting data from its lowest to highest values and then taking the data point at the 70th percentile of the sequence.*