

January 12th, 2021

Notice Of Meeting

You are invited to attend the Active and Healthy Communities Committee meeting to be held on **Monday, 18th January 2021 at 6:00 pm in Microsoft Teams.**

Chair: Cllr L McEvoy

Vice: Cllr G O'Hare

Members:

Cllr T Andrews

Cllr C Casey

Cllr A Finnegan

Cllr H Gallagher

Cllr M Gibbons

Cllr G Malone

Cllr C Mason

Cllr K McKevitt

Cllr A McMurray

Cllr B Ó'Muirí

Cllr D Taylor

Cllr J Trainor

Cllr W Walker

Agenda

1.0 Apologies and Chairperson's Remarks

2.0 Declarations of Interest

3.0 Action Sheet arising from Active and Healthy Communities Committee Meeting held on 21 December 2020

 *Action Sheet 21 December 2020.pdf*

Page 1

Community Engagement

4.0 Renewal of Wayleave Agreement between Council and the Clanrye Group

To be circulated under separate cover.

5.0 Capital Financial Assistance Report

 *Capital Financial Assistance.pdf*

Page 16

6.0 Community Co-Ordination Hub

 *CCH Update Report for January AHC Committee 2021.pdf*

Page 19

 *Appendix 1 - Action Sheet CCH Meeting - 16.12.2020 (002).pdf*

Page 22

7.0 District Electoral Area (DEA) Forums Update Report

 *Appendix 1- DEA Fora Update January 2021.pdf*

Page 25

 *Appendix 2 - DEA Report - Downpatrick DEA - December 2020.pdf*

Page 27

 *Appendix 3 - DEA Report - Slieve Croob DEA - 15 December 2020.pdf*

Page 33

 *Appendix 4 - DEA Report - Rowallane DEA - 17 December 2020.pdf*

Page 36

 *DEA Fora Update Report for January AHC Committee 2021.pdf*

Page 39

Leisure and Sports

8.0 Notice of Motion re Dunleath Park, Downpatrick

 *Notice of Motion Dunleath Park Jan 2021.pdf*

Page 42

9.0 Shimna Integrated College – Long Term Access Agreement for Donard Park Sports Facilities

 *Shimna Integrated - College Long Term Access Agreement to Donard Park Sports Facilities.pdf*

Page 45

 *Appendix 1 - Shimna IC letter to NMDC on Donard Park Facilities.pdf*

Page 48

10.0 Sports Facilities Strategy – Sports Hubs

To be circulated under separate cover.

Health & Wellbeing

11.0 CAAN Project Extension

 *CANN Project Extension Request.pdf*

Page 49

12.0 Financial Call for Assistance for Community Growing Groups in Newry, Mourne and Down (Notice of Motion)

 *NOM Financial Assistance Call for Community Growing Projects.pdf*

Page 52

13.0 Sustainability and Climate Change Forum Meeting held on 17 December 2020

 *Sustainability and Climate Change Forum Dec 2020 Action Sheet.pdf*

Page 55

 *Appendix 1 - SCCF Action Sheet 17 Dec 2020.pdf*

Page 57

14.0 Service Level Agreement in relation to the Affordable Warmth Scheme

 *Affordable Warmth SLA.pdf*

Page 61

 *Appendix 1 - Affordable Warmth SLA.pdf*

Page 64

For Noting - Leisure & Sports

15.0 Disability Access on to Newcastle Beach

 *Disability Access to Newcastle Beach.pdf*

Page 77

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

16.0 Active and Healthy Communities Directorate Procurement Action Plan

To be circulated under separate cover.

17.0 Purchase of Drinking Water Fountain

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.

 ***Purchase of Drinking Water Fountain.pdf***

Not included

Invitees

Cllr Terry Andrews

Cllr Patrick Brown

Cllr Robert Burgess

Cllr Pete Byrne

Mrs Dorinnia Carville

Cllr charlie casey

Cllr William Clarke

Cllr Dermot Curran

Ms Alice Curran

Cllr Laura Devlin

Mr Eoin Devlin

Ms Louise Dillon

Cllr Sean Doran

Cllr Cadogan Enright

Cllr Aoife Finnegan

Cllr Hugh Gallagher

Cllr Mark Gibbons

Cllr Oonagh Hanlon

Cllr Glyn Hanna

Cllr Valerie Harte

Mr Conor Haughey

Mrs Janine Hillen

Cllr Roisin Howell

Mrs Sheila Kieran

Cllr Mickey Larkin

Cllr Alan Lewis

Mr Michael Lipsett

Cllr Oonagh Magennis

Mr Conor Mallon

Cllr Gavin Malone

Cllr Cathy Mason

Mr Johnny Mc Bride

Colette McAteer

Cllr Declan McAteer

Cllr Leeanne McEvoy

Cllr Harold McKee

Patricia McKeever

Cllr Karen McKevitt

Cllr Andrew McMurray

Cllr Roisin Mulgrew

Cllr Declan Murphy

Cllr Barra Ó Muirí

Mr Fearghal O'Connor
.....
Linda O'Hare
.....
Cllr Gerry O'Hare
.....
Cllr Kathryn Owen
.....
Cllr Henry Reilly
.....
Cllr Michael Ruane
.....
Cllr Michael Savage
.....
Cllr Gareth Sharvin
.....
Donna Starkey
.....
Cllr Gary Stokes
.....
Sarah Taggart
.....
Paul Tamati
.....
Cllr David Taylor
.....
Cllr Jarlath Tinnelly
.....
Cllr John Trainor
.....
Cllr William Walker
.....
Mrs Marie Ward
.....

ACTIONS OUTSTANDING FROM PREVIOUS ACTIVE & HEALTHY COMMUNITIES MEETINGS

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/120/2019	Application to DfC: New Model Farm Community Centre proposal, Downpatrick	It was agreed to accept the following recommendations: • that the Committee agree to proceed with an application to DfC for a replacement facility for the Trojan Horse, Downpatrick. Including the development of a business case, design proposals and submission of a planning application.	K Hynds	Ongoing. Funding application to be completed by NHR Officer & CDRCN for submission to DfC.	N
AHC/148/2019	Healthy Vending Machines in Leisure Centres	It was agreed to note that when clear guidance on minimum nutritional standards (MNS) for Council Catering Outlets and Vending is established, a future report will be brought back to Active and Healthy Communities Committee regarding the potential implementation of these standards.	P Tamati	Report to future AHC Ongoing, MNS not established yet, anticipated April 2020. Liaising with Food Standards Agency. MNS protocols have been delayed due to COVID-19. Awaiting further update from FSA on MNS. Tender to be progressed. Ongoing	N
AHC/152/2019	Notice of Motion – Disability Access on to Newcastle Beach (Referred from Council Meeting 2 September 2019)	It was agreed that officers investigate the provision of disability access on to Newcastle beach to enable the facility to be inclusive, which will enhance the visitor experience for all. An update report to be provided to the Active & Health Communities Committee following on from a meeting of Neighbourhood Services	M Lipsett M Lipsett	Meetings held with internal officers Mae Murray visited the site and advised that the disabled toilet facilities are not suitable to accommodate a large changing table and therefore would not	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		department, Enterprise, Regenerations & Tourism department and Corporate Services departments.		be suitable for disabled beach access facilities similar to Cranfield Report to AHC Meeting on 18/01/2021.	
AHC/202/2019	Sport NI Your School Your Club Funding	It was agreed the update on Newry, Mourne and Down District Council Projects that applied for Your School Your Club was agreed and approval given for the commissioning of the Tennis Bubble Project at Our Lady's in Newry.	P Tamati	Ongoing Project commenced but, delayed due to COVID-19. Due to be completed Sept 2020. Hand over now due in November 2020 due to COVID-19 delay. Ongoing	N
AHC/206/2019	Adoption of Suicide Down to Zero	It was agreed that: Council formally adopt the approach and aspiration of Suicide Down to Zero. A suitable launch and media statement to be prepared for Council Chairperson. An amount of £10,000 is allocated to a Mental Health and Suicide Prevention Small Grants Scheme administered through a Financial call subject to the estimates process. A working group involving the Council, the Southern and South Eastern Health Trusts and local relevant Voluntary Organisations is created to examine ways of attaining the goal of zero suicides across the District.	E Devlin	Ongoing Virtual Suicide prevention awareness training to be offered to all members in Feb/March	N
AHC/4/2020	Overflow Car Park at Donard Park	It was agreed to proceed: with 'winter arrangements' for the unofficial overflow car park at Donard Park to remain in	P Tamati	Commissioning meeting with the Capital Team to take place. Confirmation of budget to be agreed.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>place until Easter 2020 as per historical arrangement.</p> <p>Winter arrangements – closed from the 1st November to Easter 2020 (10th April)</p> <p>If a budget became available in the interim, the opening of the overflow car park could be brought forward on busy days prior to Easter 2020.</p> <p>The proposed establishment of an official and permanent overflow car parking arrangements at Donard Park as per appendix 1, and commit £250k to Council Capital Programme. Following such approval, a detailed capital proposal will be brought back to Committee for further consideration.</p>		<p>Temporary overflow car park now in place. Capital Team to submit planning application for permanent arrangements – ongoing</p> <p>Planning application due to be submitted Jan 2021</p>	
AHC/6/2020	Annual Licence Agreement with Communities Facilities	It was agreed to replace existing tenancy arrangements within Council Community Facilities to updated Licence Agreements.	J Hillen	Ongoing	N
AHC/96/2020	Expression of interest, Derryleckagh Road	<p>It was agreed that the business case submission from Newry Rugby Club for Derryleckagh Field, had been evaluated and met the minimum threshold under the Sports & Community Facility Management & Leasing Policy (2016).</p> <p>It was also agreed to progress to a public expression of interest process in line with the</p>	P Tamati	<p>EOI public advert to be commissioned, ongoing.</p> <p>Advert closing date Friday 13th November 2020.</p> <p>Applications received and under review.</p>	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Sports & Community Facility Management & Leasing Policy (2016).			
AHC/97/2020	Expression of interest, Generator House, Newcastle and vacant land adjacent to Burren Village Green	It was agreed that the expression of interest for leasing of the Generator House and Vacant Land Adjacent to Burren Village Green was progressed in line with Councils Sports and Community Facility Management and Leasing Policy (2016).	P Tamati	EOI public advert to be commissioned, ongoing. Advert closing date Friday 13 th November 2020. Applications received and under review.	N
AHC/99/2020	Development of a walking/cycling strategy.	It was agreed to approve Council Officers examining the development of a Walking and Cycling Strategy for the District.	E Devlin	ongoing	N
AHC/114/2020	Action Sheet from 20 September 2020	It was agreed item AHC/102/2020: Autism Friendly Swimming Session to remain on the action sheet. Action sheet was noted.	P Tamati	As per AHC/102/2020 Noted	N

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014					
AHC/036/2020	Threeways Community Centre – Refurbishment of Ropework Pitch	It was agreed to: Incorporate the legacy Service Level Agreement into the current Facility Management Agreement for Threeways Community Association in line with other similar facilities. Review booking over the period detailed in the Facility Management Agreement and present options to Council in order to inform potential future investment in the facility.	J Hillen	Ongoing	N
AHC/102/2020	Autism Swimming Sessions Update	It was agreed to retain this item on the Action Sheet.	P Tamati	Recommended week of 5 th October, suspended until further notice due to Circuit Breaker restrictions.	

AHC/126/2020	Leasing of Jack Mackin Pitch to St John Bosco	It was agreed on the proposal of Councillor Ó Muirí, seconded by Councillor McKeivitt, to enter into a formal key holding arrangement with St John Bosco GAC to allow vehicular access to the Car Park at Newry Leisure Centre when access is required to Jack Mackin Park and the St John Bosco Club house outside of Newry Leisure Centre opening hours.	P Tamati	Commissioning meeting held with the Club on 5 th November 2020 – ongoing Awaiting response from St John Bosco legal team.	N
AHC/127/2020	Leasing of land, Ballymartin Play Park	It was agreed to enter into a 25-year lease of Mullagh Close in Ballymartin (appendix 1 of officer's report) to facilitate the establishment of a play park in the Ballymartin area as per the Councils Play Strategy.	P Tamati	Ongoing With NIHE legal dept - awaiting sign off.	N
AHC/128/2020	Leasing of land to Saval GAA at Nansands Park	It was agreed to approve the transfer of Council Land to Saval GAA, Nansands Park at the LPS evaluation price as per appendix 1 of the officer's report.	P Tamati	Ongoing Complete.	Y

ACTIONS ARISING FROM ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING – 21 December 2020

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/154/2020	Notice of motion - Sustainability and Community Growing Initiatives	It was unanimously agreed to defer the Notice of Motion regarding Sustainability and Community Growing Initiatives, for consideration at the Active & Health Communities Committee Meeting to be held on Monday 18 January 2021.	E Devlin	Report on agenda for AHC – 18/01/2021	Y
AHC/155/2020	Notice of Motion, Dunleath Park, Downpatrick	It was agreed to note the Notice of Motion regarding Dunleath Park and officers to now consider the content of the Motion and table a report at the AHC Committee Meeting in January 2021 outlining the next steps.	P Tamati	Report on agenda for AHC – 18/01/2021	Y
AHC/156/2020	NMD Community Engagement Hub	It was agreed as follows: To note Report dated 21 December 2020 from Ms J Hillen, Assistant Director, Community Engagement, regarding the NMD Community Coordination Hub; To note the Action Sheets arising from Community Coordination Hub (CHH) meetings; To approve the actions in the Action Sheets from November CCH meeting; To approve the amended Terms of Reference (ToR)	J Hillen	Approved and noted	Y

AHC/157/2020	DfC Covid 19 Funding	<p>It was agreed as follows:</p> <p>To note Report dated 21 December 2020 from Mrs J Hillen, Assistant Director, Community Engagement, regarding DfC additional Covid 19 Funding</p> <p>To grant approval to the Council's COVID-19 Community Coordination Hub (CCH) to distribute, allocate or award the following additional COVID-19 funding awarded by the Department for Communities (DfC) in keeping with the purposes of and conditions attached to each fund:</p> <ul style="list-style-type: none"> -Food & Essential Supplies Fund - £191,638.83 -Warm, Well & Connected Fund - £49,728.77 -Volunteering Support Fund - £47,909.71 <p>To note DfC correspondence relating to potential additional support for vulnerable households/communities, in the event of a non-negotiated outcome and provide initial approval to initiate support mechanisms through Council's existing Community Support Plan & CCH in the event of a no deal Brexit.</p>	J Hillen	Being actioned accordingly	Y
AHC/158/2020	DfC – Community Arts, Culture & Heritage Projects (DOWNPATRICK NR Area)	<p>To note Report dated 21 December 2020 from Mrs J Hillen, Assistant Director, Community Engagement, regarding DfC funding for Community Arts, Culture and Heritage projects in the Downpatrick Neighbourhood Renewal area.</p> <p>Council to be the lead organisation in applying for, managing and distributing the Department for Communities (DfC) investment of £11,486.84 funding for Community arts, Culture and Heritage projects to community groups within the Downpatrick Neighbourhood Renewal Area (Downpatrick NRA), as requested by the</p>	J Hillen	Actioned	Y

		Chairperson of Downpatrick Neighbourhood Renewal Area Partnership (Downpatrick NRAP).			
AHC/159/2020	DfC – Community Arts, Culture & Heritage Projects (NEWRY NR Area)	To note Report dated 21 December 2020 from Mrs J Hillen, Assistant Director, Community Engagement, regarding DfC funding for Community Arts, Culture and Heritage projects in the Newry Neighbourhood Renewal area. Council to be the lead organisation in applying for, managing and distributing the Department for Communities (DfC) investment of £19,370.31 funding for Community arts, Culture and Heritage projects to community groups within the Newry Neighbourhood Renewal Area (Newry NRA), as requested by the Chairperson of Newry Neighbourhood Renewal Area Partnership (Newry NRAP).	J Hillen	Actioned	Y
AHC/160/2020	District Electoral Area (DEA) Forums	To note Report dated 21 December 2020 from Mrs J Hillen, Assistant Director, Community Engagement, regarding an update regarding District Electoral Area Forums. To approve the actions in the Action Sheets attached for:Mournes DEA Forum Private Meeting held on Friday 6 November 2020. Slieve Gullion DEA Forum Private Meeting held on Friday 6 November 2020. Newry DEA Forum Private Meeting held on Wednesday 2 December 2020. Slieve Gullion DEA Forum Private Meeting held on Tuesday 8 December 2020. Crotlieve DEA Forum Private Meeting held on Tuesday 8 December 2020.Ms J Hillen, Assistant	J Hillen	Action Sheets bring actioned accordingly	Y

		Director, Community Engagement, to update Councillor Casey regarding a site at Sugar Island for the Willie Mailie statue.			
AHC/161/2020	Everybody Active 2020	<p>To note that the Sport NI Funding for Council's Everybody Active 2020 programme would be discontinued from 1st April 2021.</p> <p>That efficiencies and provisions be made within the rates estimates process to help absorb the impact of discounted EBA 2020 funding within the Council area. It was further agreed the Council write to the Chief Executive of Sport NI extending an invitation to meet with the Council to discuss matters regarding the discontinuation of Sport NI funding for the Everybody Active 2020 programme and to advise on any other funding avenues which may be available from Sport NI going forward. On receipt of relevant details, Mr P Tamati, Assistant Director, Leisure & Sport, to update Councillor McKeivitt regarding problems with online bookings and cancellation fees at Newry Leisure Centre.</p>	P Tamati	<p>Letter sent to Chief Executive of Sport NI – awaiting response.</p> <p>Councillor McKeivitt updated on bookings and cancellation fees.</p>	N
AHC/162/2020	Consultation Food Standards Agency – Review of Food Law	To return the Consultation response, on behalf of Newry Mourne & Down District Council, to the Food Standards Agency regarding the Review of Food Law Code of Practice and Implementation of Competency Framework consultation.	E Devlin	Response returned	Y

AHC/163/2020	Public Health Agency – Leading the Way Programme Pilot	To approve the development of a Service Level Agreement with the Public Health Agency to deliver a pilot Active Travel programme based on the 'Leading The Way' programme.	E Devlin	Ongoing	N
--------------	--	--	----------	---------	---

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014					
Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/166/2020	Lease of Land The Links Playing Fields Strangford	To adhere to the terms of the Lease between Council and Strangford and District Playgroup Association and After Schools Club regarding lands at The Links Playing Fields Strangford and the recommencement of ground rent payments at a cost of £140 per annum with effect from 1 st January 2021.	P Tamati	Ongoing	N
AHC/167/2020	Leisure Public Tenders	The Business Case as per appendix 1 for servicing, repairs and maintenance for facility alarms and CCTV and approve procurement via a public tender for these services and supplies. The Business Case as per appendix 2 for Washroom Services and approve procurement via a public tender for these services and supplies.	P Tamati	Ongoing	N

		<p>The Business Case as per appendix 3 for Uniforms and approve procurement via a public tender for these services and supplies.</p> <p>The Business Case as per appendix 4 for servicing, repairs and maintenance for pool moving floors and approve procurement via a public tender for these services and supplies.</p> <p>That officers undertake the appropriate evaluation of the above public tenders in line with procurement guidelines and appoint a preferred bidder and enter into a contract for up to 3 years to the value outlined on each business case.</p>	P Tamati	Ongoing	N
AHC/168/2020	Warrenpoint Community Centre	Accept the business case for professional fees attached to the officer's report and proceed to develop the scheme to planning application stage.	J Hillen	Ongoing	N
		<p>Accept the business case for professional fees attached to the officer's report and proceed to develop the scheme to planning application stage.</p> <p>Approve the inclusion of an additional £100,000 in 21/22 rate estimates to cover any associated costs with getting the scheme to planning stage.</p> <p>Approve the updating of the 2018 feasibility study to include virtual consultations in Jan 2021.</p>	J Hillen		

AHC/169/2020	Financial Assistance	To keep the Deed of Charge Arrangements for Capital Community/Sport Grants; To enter into a retention and disposal agreement for Minor Works for Community/Sport Grants; Adopt the sanctions process for Minor infringements; Call 1 2021/2022 timeframe for implementation.	J Hillen	Actioned	Y
--------------	----------------------	---	----------	----------	---

AHC/170/2020	Preparations re: NI Protocols EU Exit	<p>To delegate the power to the Director of Active and Healthy Communities and assistant Director Health and Wellbeing to authorise appropriately qualified staff to carry out duties under the provisions of The Food Safety (N.I.) Order 1991 (as amended), the Food Hygiene Rating Act (N.I.) and any orders or regulations made thereunder or relating to the foregoing or having effect by virtue of The European Communities Act 1972 and the European Union Withdrawal Act 2018 as amended.</p> <p>To delegate the power to the Director of Active and Healthy Communities and assistant Director Health and Wellbeing to authorise other individuals to carry out duties as required regarding implementation of NI Protocol.</p> <p>To allocate an amount of £20000 subject to Rates Estimates Process to procure required IT system to facilitate Import Checks</p>	E.Devlin	Actioned	Y
AHC/171//2021	Short Term Hire of Units B and Part of C located at Saintfield Community Centre	That the Committee note the request	J Hillen	Noted	Y

Report to:	Active and Healthy Communities Committee
Date of Meeting:	18th January 2020
Subject:	Financial Assistance – Capital
Reporting Officer	Janine Hillen, Assistant Director: Community Engagement
Contact Officer	Sonya Burns, Head of Programmes Ciara Burns, Programmes Coordinator / Patricia Cloughley, Finance Officer

For decision	x	For noting only	
1.0	Purpose and Background		
1.1	Purpose To provide an update on the Capital Financial Assistance Call for 2021-2022. To review legacy capital projects deed of charge. To consider and agree to recommendations contained in 3.1.		
1.2	Background <u>Capital Financial Assistance Call 2021/2022</u> As agreed by AHC (December 2020), the financial assistance call for capital schemes will go out with the revenue themes on 18 January. The call is scheduled to open for 6 weeks. The capital project submissions do require several approvals to be gained and documents attached unlike revenue schemes. To provide groups with greater opportunity to obtain these it and in light of new lockdown restrictions, it is recommended that Council provide 2 additional weeks for groups to complete their application. A report on revenue funding will subsequently be presented to AHC in April 2021 and capital report presented in May AHC. <u>Extension Allowances for Capital Projects.</u> As per Letter of Offer Capital funded projects must complete all project activity within the financial year in which the award was made. However, given the nature of capital projects this can often be extended into the following financial year (due to unforeseen circumstances). Council have allowed projects to do this with further extensions granted because of Covid, as a result we have several projects which are into their 3 rd year of extension. In relation to the Deed of charge this can present us with the following situations:		

	<p>Deed of Charge costs for projects which do not make a finance claim or decommit. Currently the groups who receive a Letter of Offer must pay for the associated costs of the Deed of Charge.</p> <p>Deed of Charge for existing projects. The Deed of Charge is initiated when the letter of offer is issued, and costs can be incurred at this stage.</p> <p>For Capital projects which have been awarded and do not make a claim or complete the project we have no authority to claim this through the delivery organisations (as they no longer require a Deed). We therefore seek approval for this cost to be paid through the Capital budget/cost code. To date this has impacted 1 project however may also be an issue for others moving forward.</p> <p>Please note: at the January 2021 Council meeting it was ratified that Capital grants would retain the Deed of Charge arrangements however Minor Works Grants would enter into a retention and disposal agreement – this only applies to new grants going forward.</p>
2.0	Key issues
2.1	<p>Extension Allowances for Capital Projects.</p> <p>Capital letter of offer extensions are often the case and what was traditionally a fund for 'spade ready' projects has now become a longer-term match fund which in some instances has been held by organisations over 3 financial years.</p> <p>This affects Council budgets and planning for projects delivery as once these funds are accrued they cannot be re-allocated.</p> <p>Project costs are also impacted as they change and can rise over the year which negatively impacts the delivery organisation.</p> <p>Funds which are not utilised will be re-allocated and any groups which have de-committed or not been allowed further extension can re-apply with a new timeframe.</p> <p>Deed of Charge costs for projects which do not make a finance claim or decommit.</p> <p>Currently the groups which receive a Letter of Offer must pay for the associated costs of the Deed of Charge.</p> <p>The Deed of Charge is initiated when the letter of offer is issued, and costs can be incurred at this stage.</p> <p>For Capital projects which have been awarded and do not make a claim or complete the project we have no authority to claim this through the delivery organisations (as they no longer require a Deed). To date this has impacted 1 project however may also be an issue moving forward.</p>
3.0	Recommendations
3.1	<p>Capital Call 2021-2022</p> <p>Capital themes to be open for 8 weeks and the revenue themes for 6 weeks.</p> <p>Capital theme recommendations going to the May AHC meeting.</p> <p>Extension Allowances for Capital Projects</p> <p>2021-2022 Capital Projects.</p> <p>Council to cap the extension period for projects to no more than 6 months post letter of offer end date. Projects which initiate some elements of delivery before this end date will only be considered for further extension.</p> <p>Existing Capital Projects.</p> <p>Capital project for the period 2019-2020 or earlier, which require an extension beyond 31st March 2021 should only be considered if the project has been initiated. If the project confirms it has not initiated, then the Letter of Offer will be withdrawn.</p>

	<p>Funds which are not utilised will be put back into the Capital Grants funds for re-allocation and any groups which have de-committed or not been allowed further extension can re-apply with new timeframe.</p> <p>Deed of Charge costs for projects which do not make a finance claim or decommit.</p> <p>Approval for this cost to be paid through the most appropriate cost code.</p>
4.0	Resource implications
4.1	<p>Capital Call opening and Extension Allowances for Capital Projects.</p> <p>No negative resource implications as any funds will be re-allocated.</p> <p>Deed of Charge costs for projects which do not make a finance claims or decommit.</p> <p>Costs to be taken from agreed Capital Rates budget, the funds saved from project delivery will cover associated costs. Remainder of savings to be re-allocated.</p>
5.0	Equality and good relations implications
5.1	<p>The Council will have due regard to the need to promote equality of opportunity between the nine equality categories. Council will also seek to promote Good Relations between people of different Religious Belief, Political opinion and Ethnic Origin.</p>
6.0	Rural Proofing implications
6.1	<p>Due regard to rural needs has been considered.</p>
7.0	Appendices
	n/a
8.0	Background Documents
	None

Report to:	Active and Healthy Communities Committee
Date of Meeting:	18 January 2021
Subject:	Community Coordination Hub Update Report
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
---------------------	-------------------------------------	------------------------	--------------------------

1.0	Purpose and Background
1.1	<p>Purpose</p> <ul style="list-style-type: none"> To note the report. To consider and agree to approve the actions in the Action Sheet of the Community Coordination Hub Meeting held on Wednesday 16 December 2020 <p>Background</p> <p>The information in Appendix 1 attached is provided to update the Committee on recent CCH activity and on activity planned to be undertaken by the CCH and its member organisations.</p>
2.0	Key issues
2.1	To coordinate actions to mitigate the impact of Covid-19 on individuals and groups in the Community.
3.0	Recommendations
3.1	<p>That the Committee: -</p> <ul style="list-style-type: none"> Note the report. Agree to approve the actions in the Action Sheet attached for: <ul style="list-style-type: none"> ➤ Community Coordination Hub Meeting held on Wednesday 16 December 2020.
4.0	Resource implications
4.1	Support and assistance from partners to deliver actions in the CCH action sheet.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i>

	It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
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	Appendices
	Appendix 1: Action sheet of CCH meeting held on Wednesday 16 December 2020
8.0	Background Documents
	None.

NEWRY, MOURNE & DOWN DISTRICT COUNCIL**Minutes of Community Coordination Hub Meeting
Wednesday 16 December 2020 @ 2:30pm****In Attendance:**

Chair: Janine Hillen (Community Engagement)

Damien Brannigan (DEAs)

Aisling Murray (Coordination and Logistics)

Sinead Trainor (Health and Wellbeing)

Alan Beggs (GIS Mapping)

Rosemary McDonnell (Community Advice NI & Strategic Stakeholder Forum)

Julie McCann (Community Services)

Sonya Burns (Programmes Unit)

Raymond Jackson (Confederation of Community Groups & Strategic Forum)

Ruth Allen (SHSCT)

Lynda Vladeanu (SESCT)

Nicola Creagh (Department of Communities)

Méabh Austin (FareShare NI)

Drew McIvor (InvestNI)

Alison Brady (Programmes Unit)

Apologies:

Jason White (SESCT)

Micael Lipsett (Active & Healthy Communities)

Martina Flynn (PCSP)

Gerard Rocks (SHSCT)

Nicholas McCrickard (County Down Rural Community Network & Strategic Stakeholder Forum)

Aisling Rennick (DEA's)

Eoin Devlin

Item	Issue Raised	Agreed:	Referred to	Action taken
2.	Actions from proposed DfC pallet scheme	<ul style="list-style-type: none"> Find out by 4th January, ideally no later than 8th January 2021, which community and voluntary groups want to be involved in the scheme. Distribute information to other key people who weren't able to attend the meeting today. Discuss and source potential additional storage for food and household items, prior to distribution and discuss logistical issues within NMD area. Scheme to be discussed at stakeholders meeting on Friday 18th December. Schedule meeting 4th January with interested community groups to discuss storage and other logistics. Schedule meeting after initial community group meeting, with NC and DM to progress scheme in the region. Group discussed the importance of a clear promotional message moving forward and the best way to distribute information to health care, social care workers etc. 	<p>JH, RM & RJ</p> <p>JH</p> <p>RM, RJ & JH</p> <p>RM & RJ</p> <p>JH</p> <p>JH</p>	
3.	Actions from last CCH meeting held on 25 November 2020	<ul style="list-style-type: none"> Resolved – going to committee on Monday night (21 December 2020) 		
4.	Updates	<ul style="list-style-type: none"> LV has met with Surestart etc and put referral pathways in place. RM people should be triaged for new scheme in January, in the same way they are triaged for the Bryson House / Advice NI scheme; this ensures the most in need get the correct resources. 		

		<ul style="list-style-type: none"> • LV & RA need to link up regarding emotional support programme. • St. Vincent De Paul's, Barnardos, Children in Need and Salvation Army have been awarded contracts to provide food, toys and other provisions. This is on top of the voucher scheme and EoI scheme for fresh food. The main issue is the logistics behind it all and avoiding duplication between the different schemes. • Special thanks to Norbrook. The community and voluntary sector really appreciated the same and thanks them for their generosity. They would really like to work with them again in the future. RM will have final numbers for the surprise single dinners by tomorrow (17th) and has asked for comment from recipients, which she will collate for sharing back to Norbrook via JH. • Health Trust has been developing a directory of services for the area for their staff, but it would be useful for community and statutory groups. LV will send guide on Friday (18th), ST to share when it comes through. • It would also be useful to have a live document of funding sources, JH will discuss internally and bring back to the hub in January. • Councils will most likely be involved in mass roll out of Oxford COVID-19 vaccine. To consider a possible volunteer call to assist with vaccine roll out in meet and greet capacity. ST to pass onto Eoin Devlin. 	All JH & RM LV, ST JH ST	
5.	Correspondence.	<ul style="list-style-type: none"> • Funding could become available to vulnerable households in the case of a no deal Brexit. Status will be known at the next meeting in January. 	JH	
9.	Date of next meeting.	<ul style="list-style-type: none"> • Wednesday 27 January 2021 at 2.30pm 		

Next Meeting: Wednesday 27 January 2021 at 2.30pm

Appendix 1

The following information is provided to update the Committee on recent DEA activity and on activity planned to be undertaken by the DEAs (subject to COVID-19 restrictions).

All People in Newry, Mourne and Down Enjoy Good Health and Wellbeing:

Level of Health Status:

The 7 DEAs are planning to deliver online IT courses to enable older residents to access services given the move to online services and APP use during COVID-19 lockdowns.

Newry, Crotlieve, the Mournes, Slieve Gullion, Rowallane and Downpatrick DEAs are planning to deliver a number of Drive in Cinema events in 2021 but this is on hold at present due to current COVID-19 restrictions.

Newry DEA in partnership with the PCSP and Council's Health Inequalities Officer have organised a series of online comedy events which aim to promote alcohol awareness during January 2021.

Slieve Gullion DEA in partnership with SureStart South Armagh and the Council's Health Inequalities Officer have delivered Keep Safe packs to a number of families in the Newtownhamilton area. The packs contained translated information on the current restrictions and guidelines on Covid-19, sanitizers, support information on accessing Advice NI and the Translation Hub, activity books for children, and high-vis vests. The programme is part of a larger initiative to ensure that Black and Minority Ethnic Communities are kept informed on safety issues.

Downpatrick, Rowallane and Slieve Croob DEAs in partnership with Homestart are delivering virtual online yoga sessions for vulnerable parents to improve isolation and mental health.

Downpatrick, Rowallane and Slieve Croob DEAs are rolling out the Building Resilience Mental Health Programme to 9 primary schools within the area. Although some of these have already commenced they have had to be rescheduled due to current COVID-19 restrictions.

Downpatrick, Rowallane and Slieve Croob DEAs are working in partnership with the South Eastern Health & Social Care Trust to roll out a virtual Tai Chi programme for adult carers to help them re-engage and connect with other carers.

All People in Newry, Mourne and Down Live in Respectful, Safe and Vibrant Communities:

Level of Civic Participation and Good Relations:

Slieve Gullion DEA will be delivering a 4-week virtual photography course starting on the 7 January 2021. The course is now fully booked.

Slieve Gullion and Newry DEAs are working with the Council's Ethnic Minority Support Centre to record a number of voice notes and text regarding updated Covid-19 restrictions for non-English speaking Bulgarian and Roma Communities.

Slieve Croob DEA is delivering a 4-week virtual photography course.

In association with Clanmil and CHOICE Housing the Rowallane DEA will be participating in Digital Technology Training provided by TIDES Training commencing in January 2021.

Level of Personal Safety and Crime:

Crotlieve DEA will be working in partnership with the Education Authority supporting a programme to deliver outreach youth work in the Crotlieve area. The programme has been delayed due to COVID-19 restrictions but should resume once current restrictions are lifted. The programme is aimed at engaging young people and reducing anti-social behaviour in specific areas.

The Mourne DEA has been working in partnership with the Education Authority (EA) to compile a profile of youth provision currently available in the Mourne. The EA and the YMCA in partnership with the DEA, PSNI and PCSP are beginning to develop programmes to tackle ASB.

In partnership with the Education Authority, CHOICE and Clanmil Housing Rowallane DEA via the Rowallane Advisory Panel is rolling out the Mental health 'Stand Up' programme for young people that is currently running in Crossgar and will be extended to Killyleagh following completion of the first programme.

Newry, Mourne and Down District Council

Action Sheet of Downpatrick District Electoral Area Private Meeting held on Tuesday 15th December 2020 at 9.15 am via Microsoft Teams

Chairperson:	Councillor Oonagh Hanlon
In Attendance:	Councillor Gareth Sharvin Councillor Dermot Curran Councillor Cadogan Enright
Independent Members:	Dan McEvoy, Downpatrick Community Collective Maurice Denvir, East Lecale Communities Jim Masson, Down Business Connect Daniella McCarry, County Down Rural Community Network
Council Officials:	Katrina Hynds, Downpatrick DEA Co-Ordinator Aisling Rennick, Engagement & Development Manager Kevin Scullion, Assistant Director of Facilities Management and Maintenance
Others in Attendance:	Philip Weston, Outdoor Recreation NI
Apologies:	Councillor John Trainor Jenny Laverty, Housing Communities Network Damien Brannigan, Head of Engagement

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
DEA/DPK/20/01	Apologies	Received from Councillor Trainor, Jenny Lavery & Damien Brannigan.	Noted.
DEA/DPK/20/02	Declaration of Interest	No Declarations of Interest were made.	
DEA/DPK/20/03	Actions of Meeting held on 27 October 2020	Read: Action sheet from Meeting held on 27 October 2020.	Noted.
DEA/DPK/20/04	Representative from NIHE re Housing Update	NIHE unable to attend meeting.	Deferred to next DEA Forum meeting.

	Irish Street Consultation Process	Correspondence from the Business Development Manager advised members that an update on the Expressions of Interest are being presented to the Steering Group on 11 th November. Members requested that a report be brought to the next DEA Meeting.	Business Development Manager to prepare report to be brought to next Meeting.
DEA/DPK/20/05	Update from ORNI on Downpatrick Community Trail	<p>Philip Weston, ORNI, presented members with an update on work being undertaken in relation to Community Trails around Downpatrick DEA.</p> <p>Agreed copy of presentation to be shared with members on a strictly confidential basis due to the sensitivity of data contained within.</p> <p>Members to forward to the Assistant Director of Leisure details of possible community trails for ORNI.</p> <p>Community trail around the boundary of Bright GAC grounds to be included for investigation by ORNI.</p>	<p>DEA Co-Ordinator to forward presentation to members.</p> <p>Members to forward details of community trails for investigation to Assistant Director of Leisure.</p> <p>Councillor Sharvin to forward details of Bright GAC to ORNI.</p>

		Feasibility Studies carried out by Kilclief Community Association on walking/cycling trails to be forwarded to ORNI for investigation.	DEA Co-Ordinator to forward to ORNI for consideration and investigation.
DEA/DPK/20/06	Proposed Greenways – Downpatrick DEA	It was agreed on the proposal of Dan McEvoy, seconded by Councillor Hanlon, that the report on Greenways/Community Trails be adopted as a working document that can be updated as when required. In relation to Greenways, members requested that Council consider investigating these routes to establish whether or not they can be broken down into separate community trails.	DEA Co-Ordinator to refer to relevant Department. DEA Co-Ordinator to refer to Assistant Director of Leisure.
DEA/DPK/20/07	Representative from Neighbourhood Service re Public Convenience Strategy	The Assistant Director of Facilities Management and Maintenance informed members that the closing date for the public consultation on the Public Convenience Strategy would be end of February. It will take into consideration requests for upgrades of existing public conveniences and the need for new ones. Council are also looking at the	

		<p>standards of the toilets, including accessibility, opening times and cleanliness. Also investigating opening of Council buildings and local business premises for public access to their amenities.</p> <p>Members agreed to promote the public consultation to their constituents.</p> <p>A design team is to be appointed to oversee the replacement of the public convenience facility in Killough.</p>	<p>Members to advise their constituents of closing date for public consultation.</p>
DEA/DPK/20/08	Report on DEA/Good Relations Initiatives	The DEA Co-Ordinator gave members an update on initiatives.	Noted.
DEA/DPK/20/09	Update on Irish Street	The DEA Co-Ordinator gave members an update provided by the ERT Department.	Councillor Curran to ensure item is tabled for the next ERT Agenda.

	Date of Next Meeting	Next Meeting is scheduled to take place on 2 February 2021 at 4.00 pm.	
--	----------------------	--	--

The meeting ended at: 10.30 am

Newry, Mourne and Down District Council

33

Action Sheet of Slieve Croob District Electoral Area Forum Private Meeting held on Tuesday 15th December 2020 at 3.30pm via Microsoft Teams

Chairperson:	Councillor Roisin Howell
In Attendance:	Councillor Alan Lewis Councillor Hugh Gallagher Councillor Andrew McMurray
Independent Members:	Heather Holland, County Down Rural Community Network Alan Dumigan, Down Senior Forum Patricia McMurray, South Eastern Domestic and Sexual Violence Partnership
Council Officials:	Priscilla McAlinden, Slieve Croob DEA Coordinator Aisling Rennick, Engagement & Development Manager Aveen McVeigh, Project Development Officer, Heritage Fund Projects
Apologies:	Councillor Catherine Mason Catherine Kennedy, Loughinisland Youth Club Felix Blaney, Castlewellan Community Partnership

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
DEA/SC/3/2020	Declaration of Interest	No Declarations of Interest were made.	Completed.
DEA/SC/4/2020	Matters arising from Action Sheets of meetings held on 15 th September 2020 and 22 nd October 2020	Action Sheets from 15 th September 2020 and 22 nd October 2020 were proposed as a true record.	Proposed by Councillor Andrew McMurray Seconded by Heather Holland.
DEA/SC/5/2020	Community Walking Trail Update	DEA Coordinator to email members Community Walking Trail report provided by ORNI (Outdoor Recreation NI). DEA Coordinator to thank ORNI for their assistance in the development of the Community Walking Trails in Slieve Croob. DEA Coordinator to register members' interest with ORNI for development of future trails should additional funding become available.	DEA Coordinator to action.
DEA/SC/6/2020	Action Plan Update	All Forum members approved project proposals outlined and associated budget.	DEA Coordinator to action.

DEA/SC/7/2020	Meeting Schedule	Meeting Schedule for 2021 was agreed by all members.	DEA Coordinator to action.
DEA/SC/8/2020	Castlewellan Forest Park – National Lottery Heritage Fund Project	Members noted update. Project Development Officer to organise the erection of display boards showing proposed development plans for the Forest Park at identified locations in Castlewellan. DEA Coordinator to share consultation period information with database contacts and CDRCN.	Project Development Officer to action. DEA Coordinator to action.
DEA/SC/9/2020	Date and time of next meeting	Next meeting is scheduled to take place on 23 rd February at 3.30pm.	DEA Coordinator to action.

The meeting ended at: 4.20pm

Newry, Mourne and Down District Council

Action Sheet of Rowallane District Electoral Area (DEA) Private Meeting via Skype held on Thursday 17th December 2020 at 12.00 noon

Chairperson:	Councillor Kathryn Owen
In Attendance:	Councillor Patrick Brown Councillor William Walker Councillor Patrick Brown Councillor Robert Burgess Councillor Terry Andrews.
Independent Members:	Brian Gamble, Saintfield Development Association Richard Orme, Ballynahinch Community Collective Lise Curran, County Down Rural Community network
Council Officials:	Ellen Brennan, Rowallane DEA Co-Ordinator
Apologies:	Aisling Rennick, Engagement & Development Manager Roisin Erskine, Arts/Culture Lawrence Murphy, SANDSA

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
DEA/ROW/5/1/2020	Welcome and apologies	Councillor Owen welcomed everyone to the meeting and recorded apologies from Roisin Erskine, Arts and Culture, Aisling Rennick, Engagement & Development Manager, and Lawrence Murphy, SANDSA.	Noted.
DEA/ROW/5/3/2020	Declarations of Interest	No declarations of interest were made.	Noted.
DEA/ROW/5/4/2020	Action sheet from meeting of 20 th October 2020	Councillor Brown proposed the Action Sheet as an accurate record with Councillor Andrews seconding the proposal.	Proposed and seconded as a correct record.
DEA/ROW/4/5/2020	Shrigley Clock	<p>Councillor Brown highlighted that the Shrigley Clock was getting increasingly repaired and suggested that discussions on how to preserve this historic monument should take place.</p> <p>Following discussion, it was AGREED that the following 4 step plan would be implemented.</p> <ol style="list-style-type: none"> 1. That contact should be made with Liam Gunn NIHE to gauge current position in relation to 	<p>DEA Coordinator to approach Liam Gunn District Housing Manger with a view to organising a meeting to discuss the issue of the Shrigley Clock.</p> <p>Councillor Walker and Lise Curran CDRCN to approach Shrigley Community Association with a view to having the group reconstituted and make a funding application to have the clock restored.</p>

		<p>interest from Housing Associations to develop the area and incorporate the repair of the clock into the new development.</p> <ol style="list-style-type: none"> Support should be given to reconstitute the Shrigley Community Association who could then apply for heritage funding for the restoration. The bell currently in safe keeping by the NIHE could be located on a plinth in the community garden. An approach to be made to Cultra Folk and Transport Museum to have the Clock moved and re-sited in their park. 	Should the above actions fail to bear fruit then steps 3 & 4 would be followed.
DEA/ROW/5/6/2020	Speeding problems at Magheraknock Road and Lisburn Road/Street	<p>Mr Richard Orme highlighted the speeding problems at the Magheraknock Road and Lisburn Road/Street and following discussion it was agreed that a letter should be written to DfI highlighting this problem and seeking a suitable solution. It was FURTHER AGREED that the PSNI and DfI should be invited to the next DEA Meeting to seek a resolution to this problem.</p>	DEA Coordinator to prepare a letter for onward transmission to DfI on behalf of the DEA. In addition representatives from DfI and PSNI to be invited to the next scheduled DEA Meeting.
DEA/ROW/5/7/2020	Update on Action Plan 2020/2021.	A copy of the update had been circulated to members prior to the meeting the contents of which were noted.	Update noted.

The meeting concluded at 12.50 p.m. with the Chairperson wishing members a Happy Christmas and best wishes for the New Year.

Report to:	Active and Healthy Communities Committee
Date of Meeting:	18 January 2021
Subject:	District Electoral Area (DEA) Forums Update Report
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
---------------------	-------------------------------------	------------------------	--------------------------

1.0	Purpose and Background
1.1	<p>Purpose</p> <ul style="list-style-type: none"> To note the report. To consider and agree to approve the actions in the Action Sheets attached from the DEA Forum Private Meetings listed in 3.1 below. <p>Background</p> <p>The information in Appendix 1 attached is provided to update the Committee on recent DEA activity and on activity planned to be undertaken by the DEAs (subject to COVID-19 restrictions).</p>
2.0	Key issues
2.1	Any activity undertaken by the DEAs must be compliant with COVID-19 guidance and restrictions.
3.0	Recommendations
3.1	<p>That the Committee: -</p> <ul style="list-style-type: none"> Note the report. Agree to approve the actions in the Action Sheets attached for: <ul style="list-style-type: none"> ➤ Downpatrick DEA Forum Private Meeting held on Tuesday 15 December 2020. ➤ Slieve Croob DEA Forum Private Meeting held on Tuesday 15 December 2020. ➤ Rowallane DEA Forum Private Meeting held on Thursday 17 December 2020.
4.0	Resource implications
4.1	Support and assistance from partners to deliver actions in the DEA action plans.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i>

	<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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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>Due regard to Rural Needs (please tick all that apply)</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>Appendices</p>
	<p>Appendix 1: Update on the ongoing work of the DEAs. Appendix 2: Action Sheet Downpatrick DEA Forum Private Meeting 15 December 2020.</p>

	Appendix 2: Action Sheet Slieve Croob DEA Forum Private Meeting 15 December 2020. Appendix 3: Action Sheet Rowallane DEA Forum Private Meeting 17 December 2020.
8.0	Background Documents
	None.

Report to:	Active and Healthy Communities Committee (AHC)
Date of Meeting:	18 th January 2021
Subject:	Notice of Motion – Dunleath Park
Reporting Officer (Including Job Title):	Paul Tamati, Assistant Director: Leisure and Sport
Contact Officer (Including Job Title):	Conor Haughey, Head of Outdoor Leisure

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

For decision	x	For noting only	
1.0			Purpose and Background
1.1			The purpose of this report is for AHC Committee to consider and agree that the Notice of Motion for the development of Sports Facilities at Dunleath Park be referred to the Downpatrick DEA and considered a standing item on this DEA agenda.
2.0			Key issues
2.1			<p>Dunleath Park currently sits within a flood plain which may restrict what can be achieved at the site.</p> <p>Leisure officers are currently completing scoping work for Dunleath Park in relation to a walking trail for the site. As part of this process a flood risk assessment for the site is being completed which will assist in identify what areas of the park can be developed for specific sports facilities.</p> <p>Councils Sports Facilities Strategy has identified the need for a sports hub in the Downpatrick area and Dunleath Park will be considered as part of any Sports Hub development in the area.</p>
3.0			Recommendations
3.1			That AHC Committee consider and agree that the Notice of Motion for the development of Sports Facilities at Dunleath Park be referred to the Downpatrick DEA and considered a standing item on this DEA agenda.
4.0			Resource implications
4.1			<p>Revenue: There are no anticipated revenue budget implications associated with this report.</p> <p>Capital: There are no identified capital budget implications associated with this report.</p>

5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
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> <p>If no, please complete the following:</p>

	The policy / strategy / plan / public service is not influenced by rural needs	<input type="checkbox"/>
7.0	Appendices	
	None	
8.0	Background Documents	
	None	

Report to:	Active and Healthy Communities Committee (AHC)
Date of Meeting:	6 th January 2021
Subject:	Shimna Integrated College – Long Term Access Agreement to Donard Park Sports Facilities
Reporting Officer (Including Job Title):	Michael Lipsett, Director AHC.
Contact Officer (Including Job Title):	Paul Tamati, Assistant Director: Leisure and Sport

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

For decision	X	For noting only	
---------------------	----------	------------------------	--

1.0	Purpose and Background
1.1	<p>The purpose of this report is for AHC Committee to consider and agree for Council to enter into a long-term access agreement to sports facilities at Donard Park with Shimna Integrated College.</p> <p>Council has recently received a formal request from Shimna Integrated College to enter into a long arrangement with Council in relation to access to sports facilities at Donard Park as per appendix 1.</p> <p>Department of Education (DE) have had ongoing discussions with Council for number of years regarding the upgrade and establishment of a new school at Shimna Integrated College and access to Donard Park Sports facilities.</p> <p>As part of their current plans for the Shimna Collage Capital Programme, the DE require long term access to key sports facilities as outlined in the Department of Education hand book, which Donard Park has the potential to provide.</p>
2.0	Key issues
2.1	<p>In recent discussions with the school, officers have outlined concerns regarding the additional usage of grass pitch's at Donard park should access be agreed and importance of preserving the playing surfaces for current users.</p> <p>In response to the above, the DE have outlined the prospect of an investment in a 3G Pitch at the site should a long terms access arrangement with the Council be agreed.</p>
3.0	Recommendations
3.1	<p>That AHC Committee consider and agree to:</p> <p>1. Council entering into a long-term access agreement with Shimna Integrated Collage in relation to Sports Facilities at Donard Park.</p>

	2. A report being brought back to AHC Committee for approval once the detail of the access arrangement has been agreed with the school.
4.0	Resource implications
4.1	<p>Revenue: There are no anticipated revenue implications at this stage and potential for increased revenue generation should an arrangement be agreed.</p> <p>Capital: There are no Capital budgets implications at this stage however should an agreement be reached, significant external investment from the DE for a 3G pitch could be secured, although it is anticipated Council will need to allocate budget also to complete works that fall outside of the DE remit (e.g. flood light upgrades/changing rooms).</p>
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)

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> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
7.0	Appendices
	Appendix 1: Letter from Principal of Shimna Integrated Collage
8.0	Background Documents
	None

Dear Michael

RE: Lease Agreement Between Shimna Integrated College and NM&DDC re Donard Park

Following our Zoom meeting today I write to ask formally for agreement in principle of a long-term lease between NM&DDC and Shimna Integrated College of the facilities in Donard Park. The school's requirement would be use of the facilities from 9am to 4.30pm Mon – Thur and 9am – 3.30pm Friday. The school would not require weekend use and the agreement would be term-time only.

The handbook entitlement for a school of our size is:

- 2 grass pitches (one suitable for rugby)
- 1 4G pitch
- Athletics facilities to include long jump, triple jump, discuss, shot put and running track.

We have today explored what it would be possible for the Council to provide to meet or partially meet the above entitlement eg 1 x 4g pitch and 1 x grass pitch for agreed use and use of Bear Park for agreed matches. What we did not discuss at today's meeting was the possibility of including the use of changing facilities within the lease agreement.

The Department of Education agreed to consider capital investment in the 4G pitch but highlighted that in order to justify an investment in non-vested land the agreed lease would need to be of sufficient length eg 99 years. The Council indicated that they may be able to agree to the long-term maintenance of the facility if the Department were to agree to make that investment.

Agreement in principle from the Council would enable us to proceed to the next stage of formal agreement and design of any agreed new or adjusted facility. As indicated at today's meeting, the school would welcome an early agreement as work will begin on site at Shimna Integrated College on 1 September 2021.

Shimna Integrated College is committed to continuing to work with the Council on matters of mutual interest regarding use of their respective facilities going forward.

Many thanks for your attention in these matters.

Yours sincerely,

Kevin Lambe
Principal
On behalf of the Board of Governors of Shimna Integrated College

Cc Paul Tamiti
Seamus Gallagher
Jim Morgan

Report to:	Active & Healthy Communities Committee
Date of Meeting:	21 st January 2021
Subject:	CANN Project Extension Request
Reporting Officer (Including Job Title):	Eoin Devlin, Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sheena McEldowney, Head of Sustainability

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

For decision	X	For noting only	
---------------------	----------	------------------------	--

1.0	Purpose and Background
1.1	That Committee consider and agree to submit a request to SEUPB to extend the CANN project
2.0	Key issues
2.1	<ul style="list-style-type: none"> Newry, Mourne and Down District Council are the Lead Partner in the CANN (Collaborative Action for the Natura Network) Project. This is a cross border INTERREG funded project made up of a partnership of 11 organisations. The aim of the project is to improve the condition of protected habitats and to support priority species across several SACs (Special Areas of Conservation). CANN Project delivery has been impacted by COVID-19. Project partnership has identified the need for further time to ensure delivery of all Project targets. The completion date within the current Letter of Offer is 31st December 2021. To enable partners to achieve project deliverables and allow for project closure, a project extension of 12 months will be required.
3.0	Recommendations
3.1	It is recommended that NMDDC submit an extension request to the funder to allow for CANN project completion.
4.0	Resource implications
4.1	None. Project is 100% funded.

5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
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	Appendices
	None.
8.0	Background Documents
	Further information can be found on the CANN Project at: www.thecannproject.org

Report to:	Active and Healthy Communities
Date of Meeting:	18 January 2021
Subject:	Financial Call for Assistance for Community Growing Groups in Newry, Mourne and Down
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sheena McEldowney Head of Sustainability

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

For decision	<input checked="checked" type="checkbox"/>	For noting only	<input type="checkbox"/>
--------------	--	-----------------	--------------------------

1.0	Purpose and Background
1.1	To consider approval to allocate an amount of funding for a Financial Call for Assistance for Community Growing projects in the District – subject to the Rates process.
2.0	Key issues
2.1	<ul style="list-style-type: none"> A Notice of Motion has been proposed by Councillor Lewis as follows: <i>"We note that Newry, Mourne and Down District Council aims to embed the ethos of sustainability throughout its operations. Sustainable development is about meeting the needs of people today and providing them with a good quality of life without compromising the quality of life of future generations. With that in mind this Council commits to producing a report on how we could be making funding available which could be utilised by community groups for the benefit of creating community gardens, encouraging the planting of apple, peach and pear trees, along with other edible fruit and veg plants. Making use of vacant lands which are within our ownership. We also commit to helping community groups engage with other public agencies to identify land which could be used for any such project."</i> The Council's Sustainability team has established a Community Growing Network in the district working with Social Farms and Gardens NI. The network has held meetings and workshops on sharing best practice and training in community growing and grow your own. The network also delivered the Lockdown Gardening programme locally with groups distributing seeds, compost and pots to 190 households across Newry, Mourne and Down to encourage them to grow their own fruit and veg. Currently groups are distributing fruit trees and bushes to householders and community groups to plant community orchards and home growing plots. The Council has recently applied for a development grant to participate in the Sustainable Food Places programme. This programme encourages a shift towards more sustainable and equitable food systems across the entire district working with partners on sustainable food initiatives and encouraging healthier eating and more sustainable local produce.

3.0	Recommendations
3.1	To approve the allocation of funding, the amount of money to be decided on by the committee, for a Financial Assistance Call for Community Growing Projects in the district.
4.0	Resource implications
4.1	Funding level for the Financial Assistance Call needs to be decided on by the committee - subject to the Rates process.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service

	<div>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></div> <div>If yes, please complete the following:</div> <div>Rural Needs Impact Assessment completed <input type="checkbox"/></div>
7.0	Appendices
	None
8.0	Background Documents
	None

Report to:	Active and Healthy Communities
Date of Meeting:	21 January 2021
Subject:	Sustainability and Climate Change Forum
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sheena McEldowney Head of Sustainability

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
--------------	-------------------------------------	-----------------	--------------------------

1.0	Purpose and Background
1.1	<p>To note the report from the Sustainability & Climate Change Forum which took place on Thursday 17th December 2020.</p> <p>To consider and agree to approve the actions in the attached Action Sheet.</p>
2.0	Key issues
2.1	The actions arising from the meeting are attached 'SCCF Action Sheet 17 December 2020' in Appendix I.
3.0	Recommendations
3.1	Consider and agree to approve the actions in the attached Action Sheet.
4.0	Resource implications
4.1	None
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
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	Appendices
	Appendix I: SCCF Action Sheet 17 December 2020
8.0	Background Documents
	None

Sustainability and Climate Change Standing Forum**Thursday 17th December 2020 at 3.00pm via Teams****Councillors present: Cllr Brown, Cllr Andrews, Cllr Tinnelly, Cllr Enright, Cllr Clarke, Cllr Burgess****Chaired by Councillor Clarke****Officers present: E Devlin, S. McEldowney, J McBride****Apologies for non-attendance: Cllr Owen, Cllr Trainor, Cllr Mason, Cllr Curran, M. Lipsett****No declarations of interest.**

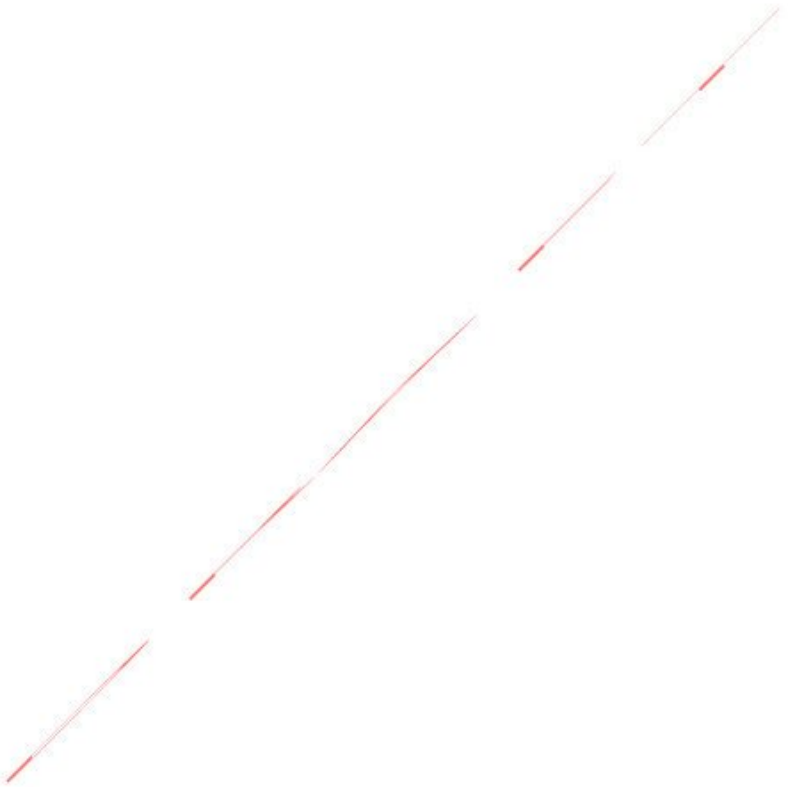
Agenda Item Number	Subject	Agreed way forward (if matter requires Committee/Council approval, a separate Report should be compiled and submitted to Committee)	Lead Officer	Actions taken/Progress to date	Remove from Action Sheet Y/N
2.0	Review Actions SCCF 17 Sept 2020	S McEldowney reviewed the actions from SCCF held on 17 Sept 2020. Cllr Enright to forward contact details for Strangford Community Group involved in Sustainable Village Planning application to enable them to be invited to present at future SCCF.	S. McEldowney	Noted In-Progress	Y N
3.0	Amendment to SCCF Terms of Reference	Amended Terms of Reference were discussed and agreed.	S. McEldowney	Noted	Y
4.0	Officer update on potential council solar farm	Update provided by S. McEldowney. After discussion it was agreed that	S. McEldowney	Noted	N

		officers would seek approval at AHC Committee to carry out a feasibility study on identifying which of the proposed sites would be selected as pilot project.			
5.0	Councillor Enright's proposals to Strategic Finance Working Group	<p>S. McElDowney advised that work was progressing on some of areas covered within Cllr Enright's proposals. There was some discussion around this and agreement that:</p> <p>Papers be shared with the Climate Change Adaptation working group.</p> <p>Paper would be taken to Strategic Finance Working Group on Battery Storage Pilot at Saintfield Ctr.</p> <p>Update on progressing pilot projects to be provided at SCCF.</p>	<p>S. McElDowney</p> <p>M. Lipsett</p> <p>S. McElDowney</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>	<p>N</p> <p>N</p> <p>N</p>
6.0	DfI Walking and Cycling Champion	DfI Walking and Cycling Champion, Liz Loughran will present at a special SCCF meeting, scheduled for 21 January 2021 at 3pm. Invites to the Zoom meeting have been sent.		Noted	Y

		Cllr Enright raised an issue regarding DfI's control over river barriers and it was agreed that this matter be referred to the DfI champion for discussion at Jan 2021 meeting. S. McEldowney will contact Liz to advise in advance of the meeting.	S. McEldowney	Noted	N
7.0	Date of next meeting	Thursday 18 TH February 2021 at 3pm. Ian McCurley from Woodland Trust to be invited to this meeting.	S. McEldowney	Noted.	Y
8.0	AOB	J McBride provided an update on the Joint NMD / Louth CC Forum. It was agreed that J McBride progress a joint meeting with Louth CC and NMD elected members climate groups in early 2021.	J McBride	Noted	N
8.0	AOB	Cllr Tinnelly raised an issue regarding flooding at a property in Rostrevor. Cllr Tinnelly to provide details to E Devlin (to progress as a public health complaint) and S. McEldowney (to be included in the scoping exercise as part of a vulnerability assessment)	E. Devlin	Noted	Y

		For noting - Cllr Enright advised Cllr Tinnelly to write to NI Drainage and Flooding Council regarding this issue.			
--	--	---	--	--	--

Signed: _____ Lead Officer



Report to:	Active and Healthy Communities Committee
Date of Meeting:	18 January 2021
Subject:	Service Level Agreement in relation to the Affordable Warmth Scheme
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	James Campbell Head of Environmental Health -Residential

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

For decision	X	For noting only	
---------------------	----------	------------------------	--

1.0	Purpose and Background
1.1	<p>Purpose.</p> <p>To consider the report and agree that the Chief Executive signs the attached Service Level Agreement between the Department for Communities and Newry Mourne and Down District Council.</p>
2.0	Key issues
	<p>Since 2015 the Council has been delivering the Affordable Warmth Scheme ("Scheme") in partnership with the Department for Communities and the Northern Ireland Housing Executive. The Scheme is targeted at those dwellings in greatest need with some allowance for referrals.</p> <p>Council Officers carry out the initial survey work and the Housing Executive then enable the adaptation work to be carried out.</p> <p>To date Council has referred 2800 addresses to the Scheme.</p> <p>In addition to managing the Scheme in its area Newry Mourne and Down District Council from 1 August 2019 has been administering the Scheme in the Armagh Banbridge and Craigavon Borough Council area.</p> <p>Council will be required to refer 32 dwellings per month for each Council district to the Housing Executive until the end of March 2021.</p> <p>To reflect the change in the numbers of referrals from the previous agreement an updated Service Level Agreement has been prepared to allow the Scheme to continue.</p>
3.0	Recommendations
3.1	<p>That the Committee approve the signing of the attached Service Level Agreement with the Department for Communities in relation to the provision of the Affordable Warmth Scheme.</p>
4.0	Resource implications

4.1	Within existing estimates. Additional visits for Armagh Banbridge and Craigavon Borough Council are funded by the Department for Communities.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>

	Rural Needs Impact Assessment completed <input type="checkbox"/>
7.0	Appendices Appendix 1: Service Level Agreement
8.0	Background Documents
	None

Affordable Warmth Scheme

SERVICE LEVEL AGREEMENT

between

DEPARTMENT FOR COMMUNITIES

and

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

Date: December 2020

1. Overview

The Department for Communities (DfC) is responsible for developing policy and implementing programmes to mitigate the effects of fuel poverty and improve the thermal comfort of low income households across Northern Ireland. The Affordable Warmth Scheme is DfC's primary scheme for tackling fuel poverty. DfC works in partnership with all local councils and the Northern Ireland Housing Executive (NIHE) to deliver the Affordable Warmth Scheme.

The Affordable Warmth Scheme targets low income households and delivers home energy efficiency improvement measures to qualifying households.

All parties will use opportunities during the life of this agreement to display a commitment to work together in support of Government aims to improve household energy efficiency.

This SLA also covers Armagh City, Banbridge and Craigavon Borough Council (ABC). Newry, Mourne and Down District Council will administer the scheme of behalf of ABC and will be responsible for all aspects of work previously completed by ABC.

2. Purpose of this Document

The purpose of this Service Level Agreement (SLA) is to provide clarity in terms of accountability, policy, operation and reporting procedures for each of the parties and in particular to:

- reaffirm the scope of the scheme;
- describe the roles and responsibilities of each party;
- set out the financial arrangements; and
- detail the arrangements for monitoring performance in relation to the scheme.

The measures available under this scheme are listed at **Annex 1**.

3. Scope

The Affordable Warmth Scheme aims to mitigate the effects of fuel poverty in targeted households living in severe or extreme fuel poverty. It is expected to reduce energy consumption in eligible private housing through home energy efficiency interventions.

The NIHE will maintain a central record of all completed surveys referred to it and their progress. When local council officials have completed the survey and referred that survey to the NIHE, any query regarding the application should be directed to the NIHE to resolve.

DfC will provide agreed funding to each local council to administer the Affordable Warmth Scheme. The NIHE will transfer agreed funds to each local council on a quarterly basis.

4. Roles and Responsibilities

The Department for Communities

(a) The Department for Communities will:

- provide advice to the NIHE regarding the policy of the scheme as required;
- provide each local council with data detailing the households to be targeted where appropriate;
- set a target for referrals which local councils will deliver to the NIHE annually and monthly;
- continually monitor and evaluate the scheme through reporting arrangements with the NIHE and local councils;
- seek feedback from its Social Welfare Group regarding Benefit Entitlement Checks;

- consider changes that will improve process or impact as the scheme develops;
- on completion of the scheme complete a full evaluation;
- provide reporting templates for local councils monthly progress reports.

The Local Council's Role

(b) Each local council will be provided with details of households considered to potentially meet the conditions of the scheme. Each local council will:

- with the consent of the targeted householder, conduct a survey to collate and verify financial information to confirm eligibility for the scheme;
- have discretion regarding accepting self-referrals (as defined by DfC). Local councils **must** bear in mind that Affordable Warmth is primarily a targeted scheme;
- refer 192 completed surveys to their local NIHE Grant Office from January 2021 to March 2021, 96 for each council area. The number of self-referrals included in the 192 referrals should not exceed 20%. Any change to this ratio will be formally notified by the Department once agreement has been reached with Department of Finance. Additional referrals will not be accepted without prior agreement with DfC and NIHE.
- the number of referrals may be adjusted in year due to budget change or scheme performance.
- highlight urgent cases to the NIHE Grants Manager at the time of referral. An urgent case is defined as a household with no heating system, or central heating which is broken down beyond repair;
- ensure that when an application is received by Building Control that officials arrange for measures to be inspected. Building Control officials will confirm to the NIHE whether the installation is in compliance with the building regulations;

- provide householders participating in the scheme with information regarding energy advice;
- manage and respond to complaints concerning local council staff regarding the Affordable Warmth Scheme;
- meet with the NIHE and DfC at least quarterly to discuss the progress of the scheme and discuss any areas of concern;
- participate in both the established Senior Officer group and other ad hoc meetings as and when required;
- where the householder agrees, refer their details (name, address, contact number) to the Social Welfare Group for the purposes of conducting a Benefit Entitlement Check with them.
- Carry out additional duties such as handholding of householders and qualitative case studies of homes which have received assistance through the Scheme.

The Northern Ireland Housing Executive's Role

- (c) The NIHE is a non-departmental public body. Therefore it will not be a signatory to this SLA as the DfC and the NIHE has an established accountability process. This accountability process sets out the controls to be exercised over the different areas of the NIHE's activities by the DfC directly or by the NIHE itself. The prime purpose is to assist the Permanent Secretary of DfC in discharging his responsibilities in relation to NIHE systems and as such represents a formal statement by DfC of the standards it requires the NIHE to achieve in relation to the probity of activities.

5. Financial Arrangements

Local councils will be responsible and accountable for the management of the Affordable Warmth budget allocated to them. Each local council must ensure the Affordable Warmth budget is ring fenced for Affordable Warmth activities.

6. Monitoring & Reporting

Each local council will provide the DfC with monthly progress reports regarding the number of:

- surveys completed;
- the number of self referral surveys completed; and
- numbers and details of referrals to other schemes or services.

Local councils will share any Audit recommendations concerning Affordable Warmth and consider those to improve the management of the scheme. This will be done in consultation with DfC.

7. Accountability

Overall accountability for the delivery of the scheme rests with the Accounting Officer of DfC as the funding department. However, each receiving organisation is accountable for its own finances and ensuring that appropriate controls are in place in order to provide them with the necessary assurances regarding expenditure.

8. Limited Liability

The local council shall have no liability to the Department for any loss or damage sustained by the Department as a result of the Department relying on any information supplied to it by the local council under this agreement.

9. Termination of SLA

Once entered into, the SLA can be terminated within three months written notice from any Party. Any party may also terminate the Agreement without notice, for any of the following reasons:-

- a) any breach by the other of its obligations under this Agreement; and

- b) in the case of a breach capable of rectification, where such breach has not been rectified by the other party within 14 days of it being given notice of same.

10. Confidentiality and Data

All Parties are to take cognisance of the Data Protection, GDPR and Freedom of Information legislation. **Annex 2** sets out an agreement for the processing of personal data for the DfC and the NIHE.

Department for Communities
December 2020

FORMAL COMMITMENT

Signed
On behalf of the Department for Communities

Dated

Signed
On behalf of Newry, Mourne and Down District Council

Dated

Annex 1**Affordable Warmth Measures**

Prioritised list of measures available under the Affordable Warmth Scheme:

Priority rating	Conditions in existing property	Improvement measures available
Priority 1 - Insulation	No cavity wall insulation	Install cavity wall insulation
	Ineffective cavity wall insulation	Remove and replace cavity wall insulation
	No loft insulation or below minimum	Installation or top up of roof space insulation to 270mm
	No hot water jacket	Install hot water jacket
	Ineffective or no draught proofing	Draught proof windows/doors
Priority 2 - Heating	No heating system exists	Installation of natural gas or oil heating
	Conversion of existing LPG or solid fuel system	Installation of natural gas or oil heating
	Conversion of Economy 7	Conversion to natural gas (or oil where natural gas isn't available) or conversion to high efficiency storage system
	Householder 65 or over, or with child under 16, or receiving a disability benefit and with a boiler over 15 years old	Boiler replacement and new radiators where required
	Heating system exists without controls	Add heating controls
	Heating system exists but radiators defective	Replace radiators as needed
Priority 3 - Windows	Windows in disrepair	Repair/replace windows with double glazing if draught proofing is not possible
Priority 4 - Solid wall	Solid wall with no insulation	Internal/external insulation

Annex 2

Data Processing Agreement for the processing of personal data for the Department of Communities and Northern Ireland Housing Executive**1) Purpose**

1. This agreement sets out the terms and conditions by which personal data will be processed by the Council's on behalf of the Department for Communities (DfC) and the Northern Ireland Housing Executive (NIHE).
2. This agreement is signed and agreed to ensure full compliance with the provisions of the Data Protection Act 2018 (DPA 2018) and is consistent with the original purpose for which the data is / was gathered and further processed.
3. The purpose of the disclosure is to facilitate the processing of personal data on behalf of the DfC and NIHE who are the Data Controllers and to fulfil the obligations with regard to: Improving domestic energy efficiency in the private sector across Northern Ireland via the Affordable Warmth Scheme. This scheme aims to target identified low income households and deliver energy efficiency improvement measures to qualifying households. The Affordable Warmth Scheme is DfC's primary scheme for tackling fuel poverty. DfC and NIHE work in partnership with all local councils and the NIHE to deliver the Affordable Warmth Scheme.
4. The terms Data, Data Controller, Data Processor, Personal Data, Sensitive Personal Data, Processing and Information Commissioner have the same meaning as defined within the Data Protection Act 2018.
5. "Agreement" – means this Data Processor agreement along with any associated documents attached or referred to as forming part of the agreement.
6. "Services" – means the services that will be provided by the Data Processor during the period of the agreement.
7. "Council Liaison officer" – means the person nominated by each Data Processor who will assume day to day management responsibility and liaison with the Data Controllers.

2) Use and Disclosure of Personal Data

1. Newry, Mourne and Down District Council will receive specific targeted lists of referral addresses within their Council area of responsibility and also receive independent enquiries from individuals who are not on the target list.

2. Council officers will visit targeted and non-targeted addresses, where appropriate to assess eligibility for the scheme and collect the necessary documentation. When visiting an address, the Council officers will complete an electronic NIHE application form named '**Affordable Warmth Scheme**' application.
3. As part of the process, the applicant is required to provide documentation to verify eligibility including proof of ownership, occupancy and income. These eligibility documents will be photographed by Council staff on a Council issued electronic tablet at the time of the visit and in the home of the applicant. Eligibility documents will be shared with NIHE electronically and the eligibility document data is then deleted beyond recovery from the tablets.
4. The tablets have a security feature that secures all data being stored on and transmitted to a device and provides functionality to lock down and wipe data from a device if it is lost or stolen.
5. In certain cases the original hard copy eligibility documents are removed by the Council officers instead of photographing onto the electronic tablet in the home of the applicant. These documents will be photographed or scanned and checked that the copy is legible before sharing with NIHE electronically and the originals returned to the applicant by recorded delivery or collected in person by arrangement.
6. If the property is privately rented, the Council officers will send a consent form to the landlord.
7. Data gathered for this purpose will not be disclosed to any other person or organisation. The data is used to confirm the eligibility of the applicant to receive a grant.

3) Proportionality / Subject Access

1. The processing will be proportional for its purpose and a high level of security and confidentiality will be applied. The Council will additionally agree to notify the ICO if any changes are required to their Data Protection notification.
2. If a subject access request is made directly to the Council and it involves personal data controlled by DfC and NIHE, it is the responsibility of the relevant Council to immediately liaise with DfC and NIHE to process the request.
3. DfC and NIHE will give appropriate assistance as is necessary to the Council to enable it to:
 - Comply with a subject access request

- Respond to any information notice served upon the Council by the ICO
- Respond to any complaint from a data subject
- Investigate any breach or alleged breach of the Data Protection Act

4) Security

1. The Council will apply appropriate security measures equal with the requirements of the Data Protection Act 2018.
2. The Council must ensure that appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data. In particular, the Council shall ensure that measures are in place to:
 - Prevent accidental compromise or damage during storage, handling, use, processing, transmission or transport;
 - Deter deliberate compromise or opportunist attack;
 - Promote discretion in order to avoid unauthorised access; and
 - Provide suitable training to their staff on how to handle DfC and NIHE data.

3. Information Security Standards

Council	Information Security standard	Accreditation
Newry, Mourne and Down District Council	Is working to the principles of ISO 270001	Accredited/Not accredited

4. The personal data is transferred to NIHE (on behalf of DfC) via -
Electronic forms are transferred to NIHE using XML files and FTPS site or using password protected xml files via e-mail.
Paper application forms and supporting documentation is hand delivered to NIHE grants office and signed in by case officers.
5. The services of any sub contractor will not be used by the Council in connection with the processing of DfC and NIHE data without prior approval.

5) Confidentiality

1. The Council will not disclose or communicate to any other individual or organisation the personal data gathered for DfC and NIHE. They shall treat any personal data provided strictly private and confidential.
2. The Council shall ensure that any of their staff listed within the agreement are aware of their responsibilities in connection with the use of that data.

3. The obligations of confidentiality in relation to this agreement by the Council will remain in force after the expiry of this agreement.
4. This obligation of confidentiality shall not apply where disclosure of DfC and NIHE data is ordered by a Court of law. There may also be occasions when disclosure is required by the Police or other law enforcement agencies for the investigation of a crime or is required for legal proceedings.
5. If this happens, and a request is received by the Council, it must inform DfC and NIHE as soon as possible in writing, stating the identity of the requesting body and nature of the data sought. This will allow DfC and NIHE to deliberate and decide on what can be released.

6) Retention and Review

1. The data should be retained for five years in line with DfC retention policies.

7) Data Processor Breach of Security

1. In the event of a data breach by the Council, which involves DfC and NIHE data, the Council Liaison Officer must immediately inform DfC and NIHE of the circumstances.
2. A data breach can take the form of the following:-
 - The loss or theft of data;
 - Equipment failure;
 - Professional hacking attempt;
 - Professional “blagging” whereby data is obtained by deceit; and
 - Human error by accidental disclosure. (An organisation mistakenly providing personal information to the wrong person, for example by sending details out to the wrong address).
3. Once it has been confirmed that DfC and NIHE personal data has been involved, the main DfC Data Breach procedure must be invoked. It must also be assumed that the Council will have a data breach procedure in place; however, DfC will lead on this matter.

8) Time Period of agreement and Termination

1. This agreement will remain in force until the SLA is reviewed. However if potential issues do emerge, this may require further consideration.
2. DfC may at any time by notice in writing, terminate this agreement if the Council is in breach of any obligation under this agreement.

3. DfC retains the final decision in any variation to the agreement. No variation will occur unless written directions are signed by both parties and included within this document.

This constitutes an agreement between the Council (acting as Data Processors) and DfC / NIHE who will abide by the content of this document.

Report to:	Active and Healthy Communities Committee (AHC)
Date of Meeting:	18 January 2021
Subject:	Disability Access to Newcastle Beach
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active and Healthy Communities
Contact Officer (Including Job Title):	Michael Lipsett, Director of Active and Healthy Communities

<table border="1"><tr><td>For decision</td><td></td><td>For noting only</td><td>x</td></tr></table>		For decision		For noting only	x
For decision		For noting only	x		
1.0	Purpose and Background				
1.1	<p>The purpose of this report is for update the Active and Healthy Communities Committee on the following Notice of Motion regarding Disability Access on to Newcastle Beach which was referred from Council Meeting 2 September 2019 to the Active and Healthy Communities Meeting held on 16 September 2019:</p> <p>“This Council provides disability access on to Newcastle beach to enable the facility to be inclusive, which will enhance the visitor experience for all, this initiative will build upon the successful partnership between the Mae Murray Foundation and Council in providing an inclusive destination at Cranfield beach”.</p> <p>The committee agreed that an update report be brought back to the Active and Health Communities Committee following a meeting with the Neighbourhood Services department, Enterprise, Regenerations & Tourism department and Corporate Services departments and that officers investigate the provision of disability access on to Newcastle beach to enable the facility to be inclusive, which will enhance the visitor experience for all.</p> <p>Contact was also made with Mae Murray from the Mae Murray Foundation who visited the site and advised the Council that the disabled toilet facilities are not suitable to accommodate a large changing table and therefore would not be suitable for disabled beach access facilities similar to Cranfield.</p>				
2.0	Key issues				
2.1	<p>The Notice of Motion crossed a number of Council departments and several meetings were held with officers from Neighbourhood Services department, Enterprise, Regenerations & Tourism department and Corporate Services department to bring this matter forward.</p> <p>The Council is developing a Public Toilet Strategy which is currently out to consultation in draft form and closes on 12th February. This will then go back to Neighbourhood Services Committee for final approval. The strategy is considering the number of Changing Places facilities we have across the District.</p>				

3.0	Recommendations
3.1	<p>That AHC Committee note:</p> <ul style="list-style-type: none"> that the disabled toilet facilities are currently not suitable to accommodate a large changing table and therefore would not be suitable for disabled beach access facilities similar to Cranfield. The Council is currently developing a Public Toilet Strategy which will be brought to the Neighbourhood Services Committee for consideration in the Spring.
4.0	Resource implications
4.1	None
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
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> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
7.0	Appendices
	None
8.0	Background Documents
	None