June 6th, 2022

Notice Of Meeting

You are requested to attend the Annual Meeting to be held on **Monday, 6th June 2022** at **5:30 pm** in **Mourne Room Downshire and Microsoft Teams.**

Agenda

Party Nominating Officers and Independent Councillors should attend in the Mourne Room, Downshire Civic Centre, Downpatrick for this meeting

1.0 Apologies and Outgoing Chairperson's/Vice-Chairperson's Remarks

2.0 Declarations of Interest

3.0 Appointment of Statutory Positions of Responsibility

Statutory Positions Year 4.pdf ***Page 1***

4.0 Newly Appointed Chairperson/Vice-Chairperson to assume the Chair/Vice-Chair role

Newly appointed Chairperson's & Vice-Chairperson's remarks

5.0 To appoint Members to Committees (List attached showing appointments to be made by Quota of Greatest Remainder and remaining positions to be filled using d'Hondt)

Note: At the Annual Meeting of Council on 20 May 2019, the Council agreed by a qualified majority vote, and in accordance with Local Government Act (NI) 2014, Part 4 and Schedule 2, to use the default method of Quota of Greatest Remainder for appointment to Committees, with the remaining 12 positions being allocated by the d'Hondt method.

Second pick will be Cllrs Malone, Reilly, Tinnelly, Gibbons and Enright.

List of Committee picks 22-23updated240522.pdf ***Page 2***

6.0 Appointments to External Boards/Bodies and Council Boards/Bodies

External and Council Bodies List 2021-2022 (updated April 2022).pdf ***Page 3***

7.0 Report of Mock Annual Meeting held on Thursday 26 May 2022

File note re Mock AM 26-05-2022.pdf ***Page 23***

8.0 Scheme of Allowances 2022/23

Scheme of Allowances 2022-23.pdf *Page 26*

9.0 Schedule of Meetings 2022-23

(Internal)MEETINGS SCHEDULE JUNE 2022-MAY 2023.pdf *Page 35*

PARTY	POSITION	COUNCILLOR
SDLP	Chair of Council Year 4	
Sinn Féin	Deputy Chair of Council Year 4	
UUP	Chair of ERT Year 4	
SDLP	Deputy Chair of ERT Year 4	
SDLP	Chair of AHC Year 4	
Malone	Deputy Chair of AHC Year 4	
Sinn Féin	Chair of NS Year 4	
SDLP	Deputy Chair of NS Year 4	
Sinn Féin	Chair of SPR Year 4	
Sinn Féin	Deputy Chair of SPR Year 4	
SDLP	Chair of Planning Year 4	
Sinn Féin	Deputy Chair of Planning Year 4	

PARTY	POSITION	COUNCILLOR
Sinn Féin	NI Housing Executive: 4 Year Term – **Michael Ruane**	Michael Ruane
DUP	Reserve Forces & Cadets' Assoc for NI: 4 Year Term – **Kathryn Owen**	Kathryn Owen
DUP	Arc21 - Position 1: 4 Year Term – **Kathryn Owen**	Kathryn Owen
UUP	Arc21 - Position 2: 4 Year Term – **Robert Burgess**	Robert Burgess
Sinn Féin	Arc21 - Position 3: 4 Year Term – **Declan Murphy**	Declan Murphy
UUP	Partnership Panel for NI: 4 Year Term – **Robert Burgess**	Robert Burgess
Sinn Féin	PCSP Position 1: 4 Year Term – **Willie Clarke**	Willie Clarke
SDLP	PCSP Position 2: 4 Year Term – **Hugh Gallagher**	Hugh Gallagher
Sinn Féin	PCSP Position 3: 4 Year Term – **Oonagh Hanlon**	Oonagh Hanlon
SDLP	PCSP Position 4: 4 Year Term – **Michael Savage**	Michael Savage
Sinn Féin	PCSP Position 5: 4 Year Term – **Roisin Howell**	Roisin Howell
Sinn Féin	PCSP Position 6: 4 Year Term – **Declan Murphy**	Declan Murphy
UUP	PCSP Position 7: 4 Year Term – **Alan Lewis**	Alan Lewis
SDLP	PCSP Position 8: 4 Year Term – **Terry Andrews**	Terry Andrews
Sinn Féin	PCSP Position 9: 4 Year Term – **Michael Ruane**	Michael Ruane
DUP	PCSP Position 10: 4 Year Term – **Kathryn Owen**	Kathryn Owen

Appointments to Committees 2022/23

Committee	Total Places available	Allocated by Quota of Greatest Remainder			Places to be allocated	Remaining positions to be allocated by d'Hondt (UUP have first 2 picks, Independents will pick using d'Hondt order)
Active and Healthy Communities	15	Sinn Féin SDLP UUP DUP Alliance	6 4 1 1 1	14	1	Cllr Malone - Deputy Chair
Enterprise, Regeneration & Tourism	15	Sinn Féin SDLP UUP DUP Alliance	6 4 1 1 1	13	2	
Neighbourhood Services	15	Sinn Féin SDLP UUP DUP Alliance	6 4 1 1 1	13	2	
Strategy, Policy and Resources	15	Sinn Féin SDLP UUP DUP Alliance	6 4 1 1 1	13	2	
Planning	12	Sinn Féin SDLP UUP DUP	5 3 1 1	10	2	
Audit	10	Sinn Féin SDLP UUP DUP	3 3 1 1	8	2	

Alliance giving up position on Planning
Sinn Féin giving up position on Audit Committee

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

2022-2023 Appointments

Chairperson:
Councillor

Deputy Chairperson:
Councillor

Contents:

1. Committees
2. Statutory Positions of Responsibilities
3. Council Project Boards and Forums
4. Task and Finish Working Groups
5. Appointments to External Bodies / Organisations
6. Community Planning Thematic Groups

Updated 26 May 2022

1. Committee List

Active and Healthy Communities 2022-23

	Contact Details
Chairperson	
Deputy Chairperson	

Audit 2022-23

	Contact Details

Plus Independent Chairperson – Ms Brona Slevin (2019-2023)

Enterprise, Regeneration and Tourism 2022-23

	Contact Details
Chairperson	
Deputy Chairperson	

Neighbourhood Services 2022-23

	Contact Details
Chairperson	
Deputy Chairperson	

Strategy, Policy and Resources 2022-23

	Contact Details
Chairperson	
Deputy Chairperson	

Planning 2022-23

	Contact Details
Chairperson	
Deputy Chairperson	

Policing and Community Safety Partnership 2019 – 2023 (4 Year Term)

	Contact Details
Terry Andrews	11 Woodside Gardens, Crossgar, Downpatrick, BT30 9DA terry.andrews@nmandd.org
Willie Clarke	37 King Street, Newcastle, BT33 0HD william.clarke@nmandd.org
Hugh Gallagher	8 Dundrinne Gardens, Castlewellan, BT31 9UY hugh.gallagher@nmandd.org
Oonagh Hanlon	4 Malone Crescent, Downpatrick, BT30 6UJ oonagh.hanlon@nmandd.org
Roisin Howell	18 Newcastle Road, Castlewellan BT31 9DP roisin.howell@nmandd.org
Alan Lewis	5 Claragh Court, Clough, BT30 8ND alan.lewis@nmandd.org
Kathryn Owen	DUP Office, Market House, The Square, Ballynahinch, BT24 8AE kathryn.owen@nmandd.org
Declan Murphy	19 Quarter Road, Camlough, Newry, BT35 7EY declan.murphy@nmandd.org
Mickey Ruane	Sinn Féin Office, 14 Charlotte Street, Warrenpoint, BT34 3LF michael.ruane@nmandd.org
Michael Savage	10 Dunbrae, Cloughoge, Newry, BT35 8HG michael.savage@nmandd.org

Plus Independent Members

2. Statutory Positions of Responsibility – Annual Meeting 1 June 2021

POSITION - Year 4		Councillor Name
Chair of Council Year 4	SDLP	
Deputy Chair of Council Year 4	Sinn Féin	
Chair - ENTERPRISE, REGENERATION & TOURISM Year 4	UUP	
Deputy Chair - ENTERPRISE, REGENERATION & TOURISM Year 4	SDLP	
Chair - ACTIVE & HEALTHY COMMUNITIES Year 4	SDLP	
Deputy Chair - ACTIVE & HEALTHY COMMUNITIES Year 4	Ind	Councillor G Malone
Chair - NEIGHBOURHOOD SERVICES Year 4	Sinn Féin	
Deputy Chair - NEIGHBOURHOOD SERVICES Year 4	SDLP	
Chair - STRATEGY, POLICY & RESOURCES Year 4	Sinn Féin	
Deputy Chair - STRATEGY, POLICY & RESOURCES Year 4	Sinn Féin	
Chair - Planning Year 4	SDLP	
Deputy Chair - Planning Year 4	Sinn Féin	
Partnership Panel for NI: 4 Year Term	UUP	Councillor R Burgess
NI Housing Council: 4 Year Term	Sinn Féin	Councillor M Ruane
Reserve Forces & Cadets' Assoc for NI: 4 Year Term	DUP	Councillor K Owen
Arc21 - Position 1: 4 Year Term	DUP	Councillor K Owen
Arc21 - Position 2: 4 Year Term	UUP	Councillor R Burgess
Arc21 - Position 3: 4 Year Term	Sinn Féin	Councillor D Murphy
PCSP Position 1: 4 Year Term	Sinn Féin	Councillor W Clarke
PCSP Position 2: 4 Year Term	SDLP	Councillor H Gallagher
PCSP Position 3: 4 Year Term	Sinn Féin	Councillor O Hanlon
PCSP Position 4: 4 Year Term	SDLP	Councillor M Savage
PCSP Position 5: 4 Year Term	Sinn Féin	Councillor R Howell
PCSP Position 6: 4 Year Term	Sinn Féin	Councillor D Murphy
PCSP Position 7: 4 Year Term	UUP	Councillor A Lewis
PCSP Position 8: 4 Year Term	SDLP	Councillor T Andrews
PCSP Position 9: 4 Year Term	Sinn Féin	Councillor M Ruane
PCSP Position 10: 4 Year Term	DUP	Councillor K Owen

3. Council Project Boards and Forums

Brexit Forum

Membership	2019-2023
Sinn Fein	M Larkin *to be filled
SDLP	G Stokes M Savage
UUP	D Taylor
DUP	G Hanna
Alliance/Independent	H Reilly

Castlewellan Forest Park

Membership	2022-2023
Sinn Fein	R Howell L McEvoy
SDLP	L Devlin H Gallagher
UUP	A Lewis
DUP	G Hanna
Alliance/Independent	A McMurray

Chief Executive Appraisal Group

Membership	2019-2023
1 Sinn Fein	B Ó Muirí
1 SDLP	P Byrne
1 UUP	R Burgess
1 DUP	G Hanna
1 Alliance/Indp	C Enright

Christmas Illuminations / Celebrations Group

Membership	2019 - 2023
2 Sinn Fein	W Clarke O Magennis
2 SDLP	T Andrews K McKevitt
1 UUP	A Lewis
1 DUP	G Hanna
1 Alliance	*to be filled
1 Smaller Party/Independent	J Tinnelly

Covid 19 Recovery Working Group

Membership	2021-2023
Sinn Fein	W Clarke O Hanlon
SDLP	G Stokes L Devlin
DUP	K Owen
UUP	D Taylor
Alliance/Independent	J Tinnelly

Economic Forum

Membership	2019-2023
2 Sinn Fein	O Hanlon D Murphy
2 SDLP	M Savage D Curran
1 UUP	R Burges
1 DUP	K Owen
1 Alliance/Independent	A McMurray

Elected Member Development Working Group

Membership	2019 - 2023
Sinn Fein Sinn Fein	M Ruane B Ó Muirí
SDLP SDLP	T Andrews M Savage
UUP	A Lewis
DUP	K Owen
Alliance/Indp	*to be filled

Equality and Good Relations Reference Group

Membership	
Sinn Féin (2)	O Hanlon
	B Ó Muirí
SDLP (2)	P Byrne
	K McKevitt
UUP	D Taylor
DUP	G Hanna
Alliance	A McMurray
Independents (2)	H Reilly
	C Enright

Fair Trade Steering Group

Membership	
Sinn Fein	R Howell
SDLP	P Byrne

Health Working Groups

Membership 2019-2023	Southern Trust Area	SE Trust Area
3 Sinn Fein	C Casey D Murphy G O'Hare	W Clarke M Rice O Hanlon
3 SDLP	P Byrne D McAteer M Savage	T Andrews J Trainor D Curran
1 UUP	D Taylor	A Lewis
1 DUP	G Hanna	K Owen
1 Alliance	*to be filled	*to be filled
I Independent	G Malone	C Enright

International Relations Forum

Membership	
Sinn Fein	M Ruane
Sinn Fein	O Magennis
SDLP	G Stokes
SDLP	K McKevitt
UUP	R Burgess
DUP	K Owen
Alliance	*to be filled
Independent	J Tinnelly

Irish Language Strategy Working Group

Membership	
Sinn Fein Sinn Fein	B Ó Muirí G O'Hare
SDLP SDLP	T Andrews D McAteer
1 UUP	No nomination
1 DUP	No nomination
2 Alliance / Independents	C Enright *to be filled

Local Development Plan Steering Group – (All Planning Committee Members)

Membership	
Sinn Fein	L McEvoy M Larkin G O'Hare V Harte D Murphy
SDLP	L Devlin D McAteer J Trainor
	G Hanna
UUP	R Burgess
2 Independents	C Enright H McKee

Neighbourhood Services Working Group

Membership	
2 Sinn Fein	A Finnegan O Magennis
2 SDLP	G Stokes K McKevitt
1 UUP	D Taylor
1 DUP	K Owen
1 All/Indp	G Malone

Appointments should come from the Neighbourhood Services Committee.

Newcastle Gateway to the Mournes

Membership	2022-2023
Sinn Fein	W Clarke M Rice
SDLP	L Devlin H Gallagher
UUP	A Lewis
DUP	G Hanna
Alliance/Independent	A McMurray

Newry City Centre Regeneration Project

Membership	
Sinn Féin	C Casey R Mulgrew
SDLP	P Byrne G Stokes
UUP	D Taylor
DUP	G Hanna
All/Ind	G Malone

Newry and Mourne Travellers Forum

Membership	2019 - 2023
3 Councillors appointed to Local Government Partnership for Travellers	C Casey G Stokes J Tinnelly
Plus 3 Councillors: 1 Sinn Fein	D Murphy
1 SDLP	D McAteer
1 UUP/DUP	K Owen

Party Representatives Forum

Membership	
Sinn Fein (2 Members if not holding Chair of Council position)	B Ó Muirí O Hanlon
SDLP (Chair of Council plus Party Rep)	P Byrne L Devlin
1 UUP	D Taylor
1 DUP	G Hanna
Chair of Council	C Mason

- **One Special Responsibility Allowance to Sinn Féin and SDLP for role as Party Representative.**
- **Position of Chairperson and Deputy Chairperson, if on forum, count towards allocation of two places for Sinn Fein and SDLP**

Peace IV Partnership

Membership	
3 Sinn Fein	D Murphy M Ruane M Rice
2 SDLP	T Andrews K McKevitt
1 UUP	D Taylor
1 DUP	K Owen
1 Alliance	*to be filled
1 Independent	H Reilly

Plus 9 social partners

Planning Call in Panel

Membership	December 2021 – May 2022
D McAteer	
M Larkin	
G Hanna	

***Membership to be rotated on 6 monthly basis**

Strategic Finance Working Group (replaced EWG)

Membership	
2 Sinn Féin	W Clarke O Hanlon
2 SDLP	P Byrne G Sharvin
1 DUP	K Owen
1 UUP	R Burgess
1 Alliance/Independent	C Enright

Sustainable Development and Climate Change Forum

Membership	
2 Sinn Féin	W Clarke C Mason
2 SDLP	T Andrews D Curran
1 DUP	G Hanna
1 UUP	D Taylor
1 Alliance	*to be filled
1 Independent	C Enright

Agreed that the Sustainability and Climate Change Forum would be open to any additional Members who wished to attend.

All Party Group on Sustainable Development

Membership	
Sinn Féin	W Clarke
SDLP	T Andrews

Women's Working Group

Membership	
Sinn Fein	*to be filled A Finnegan
SDLP	L Devlin K McKevitt
UUP	A Lewis
DUP	K Owen
All/Ind	M Gibbons

4. Task & Finish Working Groups

Camlough Lake Task & Finish Working Group

Slieve Gullion Councillors	P Byrne
	A Finnegan
	M Larkin
	O Magennis
	D Murphy
	B Ó Muirí
	D Taylor

Castlewellan Forest Park Task and Finish Project Board

Membership	
2 Sinn Fein	W Clarke
	R Howell
2 SDLP	L Devlin
	H Gallagher
1 UUP	A Lewis
1 DUP	G Hanna
1 All/Indp	A McMurray

Newry Lower Hill Street Public Realm Scheme

Membership	
Newry DEA Councillors	C Casey V Harte R Mulgrew G Malone M Savage G Stokes

Plus representatives from Newry Chamber of Commerce

St Patrick's Day Cross Party Working Group

Membership	
1 Sinn Fein	O Hanlon
1 SDLP	J Trainor
1 UUP	D Taylor
1 DUP	G Hanna
1 Alliance/Independents	C Enright

Tourism/Arts Task and Finish Project Board

Membership	
2 Sinn Fein	W Clarke O Magennis
2 SDLP	D Curran D McAteer
1 UUP	R Burgess
1 DUP	G Hanna
1 Alliance/Independent	*to be filled

Warrenpoint Front Shore Public Realm Working Group

Membership	
Crotlieve Cllrs	M Gibbons D McAteer K McKevitt G O'Hare M Ruane J Tinnelly

Warrenpoint Municipal Park Task & Finish

Membership	
Crotlieve Cllrs	M Gibbons D McAteer K McKevitt G O'Hare M Ruane J Tinnelly

YAFTA Short listing

Membership	
Sinn Fein	V Harte
SDLP	P Byrne
UUP	A Lewis
DUP	K Owen
All/Indp	*to be filled

5. Appointments to External Bodies/Organisation

APSE NI Executive Board 2019-2023

Membership	
1 Member	T Andrews

Carlingford Lough Commissioners Board 2019 – 2023

Sinn Fein	
SDLP	M Savage

Community Planning Partnership Board

Membership	
Sinn Féin 2 Members	W Clarke
	A Finnegan
SDLP 2 Members	T Andrews
	G Stokes
UUP 1 Member	D Taylor
DUP 1 Member	G Hanna
Alliance/Indp 1 Member	*to be filled
Chairperson of Council	*to be filled

(Chairperson will change annually)

Diversity Champions 2019-2023

Councillors and Officer	
Sinn Féin 1 Member	A Finnegan
SDLP 1 Member	P Byrne
UUP/DUP 1 Member	G Hanna
Council Officer	C Moffett

Dublin-Belfast Economic Corridor

	P Byrne
	D Murphy
	D Taylor

East Border Region

Sinn Féin	C Mason
Sinn Féin	D Murphy
Sinn Féin	M Ruane
SDLP	T Andrews
SDLP	D McAteer
UUP	R Burgess

East Border Region Board Directors 2019-2023

Sinn Féin	M Ruane
SDLP	T Andrews
UUP	R Burgess

FLAG Board

1 Member	D Curran

LAG Board

Sinn Féin	L McEvoy
Sinn Féin	R Howell
Sinn Féin	A Finnegan
Sinn Féin	R Mulgrew
SDLP	T Andrews
SDLP	P Byrne
SDLP	D McAteer
SDLP	M Savage
UUP	R Burgess
DUP	K Owen
Alliance / Indp	J Tinnelly
	H Reilly

Local Government Partnership on Travellers Issues 2019-2023

Sinn Féin	C Casey
SDLP	G Stokes
Alliance / Indp	J Tinnelly

Louth, Newry, Mourne and Down (LNMD) Joint Committee 2019-2023

Sinn Féin	W Clarke
Sinn Féin	M Larkin
Sinn Féin	R Mulgrew
Sinn Féin	D Murphy
SDLP	D Curran
SDLP	D McAteer
UUP	A Lewis
DUP	G Hanna
Alliance / Indp	J Tinnelly

National Association of Councillors 2019-2023

3 Sinn Féin	C Casey
	V Harte
	M Ruane
3 SDLP	T Andrews
	D Curran
	H Gallagher
1 UUP	R Burgess
Alliance /Indp 1 Member	*to be filled

NILGA 2019-2023

3 Sinn Féin	M Ruane
	C Casey
	V Harte
3 SDLP	T Andrews
	D Curran
	K McKevitt
1 UUP	R Burgess
1 DUP	K Owen

NILGA Policy & Learning Networks

Economy & International Affairs	
Elected Member Development	T Andrews
Health, Social & Environmental Wellbeing	
Place Shaping & Infrastructure	
Reform, Devolution & Improvement	

Ring of Gullion AONB Management Board/ Ring of Gullion Landscape Partnership Management Board

Slieve Gullion Councillors	SDLP	P Byrne
	Sinn Féin	A Finnegan
	Sinn Féin	M Larkin
	Sinn Féin	O Magennis
	Sinn Féin	D Murphy
	Sinn Féin	B Ó Muirí
	UUP	D Taylor

Rural Community Network

SDLP	Pete Byrne

SANDSA (South Armagh, Newry and Down Sports Association)

5 Councillors	Sinn Féin	O Magennis
	Sinn Féin	L McEvoy
	SDLP	D McAteer
	SDLP	G Sharvin
	UUP	A Lewis

Somme Advisory Council 2019 – 2023

Year 1 Walker / Andrews	Year 2 Burgess / Owen
Year 3 Lewis / Andrews	Year 4 Lewis / Hanna

Strangford Lough and Lecale Partnership

Years 1 and 3 2019 / 2020 and 2021 /2022

2 Councillors	SDLP	G Sharvin
	Alliance/Indp	C Enright

Years 2 and 4 2020 / 2021 and 2022/2023

2 Councillors	SF	O Hanlon
	DUP	K Owen

Warrenpoint Harbour Authority 2020 – 2024

Sinn Fein	C Mason
SDLP	K McKevitt
DUP	G Hanna

6. Community Planning Thematic Groups

Lifelong Health & Wellbeing	**Elected Member**
Sinn Féin	V Harte
SDLP	D McAteer
UUP	D Taylor
DUP	K Owen
Alliance/Independents	G Malone

Sustainable Environment (Environmental & Spatial)	**Elected Member**
Sinn Féin	W Clarke
SDLP	J Trainor
UUP	D Taylor
DUP	K Owen
Alliance/Independents	C Enright

Mock Run of Annual Meeting
Thursday 26 May 2022
Morune Room, Downshire Civic Centre and Microsoft Teams

In Attendance:

(Chamber)

Cllr. Andrews
Cllr. Curran
Cllr. Enright
Cllr. Hanlon
Cllr. Hanna
Cllr. Howell
Cllr. Malone
Cllr. McKee
Cllr. McMurray
Cllr. O'Muiri
Cllr. Reilly
Cllr. Rice
Cllr. Savage
Cllr. Taylor

(Teams)

Cllr. Byrne
Cllr. Finnegan
Cllr. Gibbons
Cllr. Larkin
Cllr. Magennis
Cllr. Murphy
Cllr. Tinnelly

Officials in Attendance:

Ms M Ward , Chief Executive
Ms D Carville, Director Corporate Services
Mr C Mallon, Director Enterprise Regeneration and Tourism
Mr M Lipsett Director Active & Healthy Communities
Ms L O'Hare, DSO Officer
Ms D Starkey, DSO Officer

APOLOGIES AND CHAIRPERSON'S REMARKS

Ms Ward confirmed the Annual Meeting would be held on Monday 6 June 2022 at 6.00pm.

DECLARATIONS OF INTEREST

None.

TO APPOINT MEMBERS TO STATUTORY POSITIONS OF RESPONSIBILITY

Read: Statutory Positions of Responsibility – Year 4. (Circulated)

Ms Ward said following the appointment of the newly elected Chair of Council and Deputy Chair of Council, appointments would then be made for Chair and Vice Chair positions of the Council Committees followed by selection of picks which would be done by Quota of Greatest Remainder with remaining positions to be filled by d'Hondt.

The following appointments were made:-

PARTY	POSITION	ORDER OF PICK
SDLP	Chair of Council Year 4 – **Michael Savage**	4
Sinn Féin	Deputy Chair of Council Year 4 **– Aoife Finnegan**	6
UUP	Chair of ERT Year 4 – **Robert Burgess**	16
SDLP	Deputy Chair of ERT Year 4 – **Dermot Curran**	49
SDLP	Chair of AHC Year 4 – **Hugh Gallagher**	14
Malone	Deputy Chair of AHC Year 4 **– Gavin Malone**	32
Sinn Féin	Chair of NS Year 4 **– Oonagh Magennis**	23
SDLP	Deputy Chair of NS Year 4 – **Terry Andrews**	45
Sinn Féin	Chair of SPR Year 4 – **Oonagh Hanlon**	20
Sinn Féin	Deputy Chair of SPR Year 4 – **Roisin Howell**	47
SDLP	Chair of Planning Year 4 **– Declan McAteer**	28
Sinn Féin	Deputy Chair of Planning Year 4 – **Declan Murphy**	46

TO APPOINT MEMBERS TO COMMITTEES

Read: List of Committee Pick. (Circulated).

First round of Picks:

Councillor Taylor - Ulster Unionist Party
- Planning Committee
- Strategy, Policy and Resources Committee

Councillor Malone – Independent
- Deputy Chair Active & Healthy Communities Committee

Councillor Reilly – Independent
- Planning Committee

Councillor Tinnelly – Independent
- Active & Healthy Communities Committee

Councillor Gibbons – Independent
- Strategy, Policy and Resources Committee

Councillor Enright – Independent
- Enterprise, Regeneration and Tourism Committee

Second round of Picks:

Councillor Malone – Independent
- Neighbourhood Services Committee

Councillor Reilly – Independent
- Enterprise, Regeneration and Tourism Committee

Councillor Tinnelly – Independent
- Neighbourhood Services Committee

Councillor Gibbons – Independent
- Audit Committee Meeting

Councillor Enright – Independent
- Audit Committee Meeting

Ms Ward asked if the Parties could submit the names of Committee Members as soon as possible to allow the Committee structure to be set up.

TO APPOINT EXTERNAL BODIES AND ORGANISATIONS AND COUNCIL BOARDS AND BODIES

Democratic Services to be advised of any amendments.

SCHEME OF ALLOWANCES

Read: Scheme of Allowances. (Circulated)

Noted.

TIMETABLE OF MEETINGS FOR 2022/2023

Read: Internal Meeting Schedule June 2022 – May 2023. (Circulated)

Noted.

The Meeting closed at 4.15 pm.

For consideration at the Annual Meeting to be held on Monday 6 June 2022.

Signed: **Ms Marie Ward**
Chief Executive

Newry, Mourne and Down District Council
Scheme of Allowances Payable to Councillors

This Scheme is made under Part 3 of the Local Government Finance Act (Northern Ireland) 2011 and the Local Government (Payments to Councillors) Regulations (Northern Ireland) 2019 and will take effect from 1st April, 2021.

1. Definitions:

In this scheme 'approved duty' and committee member are as defined in the Local Government (Payments to Councillors) Regulations (Northern Ireland) 2019.

2. Commencement Date:

This scheme of allowances shall be operational from 1 April 2021.

3. Basic Allowance:

An annual basic allowance of £15,757 shall be paid to each Councillor. Where applicable this will be paid pro-rata.

4. Special Responsibility Allowance:

4.1 A special responsibility allowance shall be paid to those Councillors who hold the special responsibilities specified in Schedule 1.

4.2 The amount of allowance shall be the amount specified against that special responsibility in the Schedule. The allowance is only payable whilst the Councillor is carrying out that duty.

4.3 At any time, only one special responsibility allowance will be paid to a Councillor.

4.4 Where applicable any special responsibility allowances will be paid pro-rata.

5. Chairperson/Deputy Chairperson Allowance:

5.1 An allowance of £20,165.40 will be payable to the Chairperson of the Council. Where applicable this allowance will be paid pro-rata.

5.2 An allowance of £6,293.40 will be payable to the Deputy Chairperson of the Council. Where applicable this allowance will be paid pro-rata.

5.3 The Chairperson/Deputy Chairperson may incur and be reimbursed in respect of expenses, which are wholly and exclusively incurred in the conduct of Chair/Deputy Chair duties. The expenses which may be reimbursed include:

- Reasonable (receipted) donations to individuals or organisations, charitable or otherwise, providing the proposed done would not be deemed by the Council to be incompatible with the Council's role in society and the purpose of the donation is compatible with the Council's core values;
- Reasonable (receipted) hospitality expenses (relative to the numbers entertained) where any expenditure relating to alcohol at any one function is generally limited to either the higher of £100 or 20% of the total bill for food and alcohol;
- Reasonable (receipted) gifts (excluding alcohol and tobacco) subject to full disclosure of done, gift (description and cost) and occasion in an appropriate gifts and hospitality register;
- Reasonable (receipted) travel and subsistence costs of the Chair/Deputy Chair subject to the requirement that no other reimbursement has/will be made by the Council or any other individual, organisation or authority;

5.4 The Council will:
a) Make payments towards expenditure reasonably incurred by the Chair/Deputy Chair in making official or courtesy visits, on behalf of the Council; and
b) Defray any expenses reasonably incurred in the reception and entertainment by way of official courtesy of distinguished persons residing in or visiting the Council district or persons representative of or connected with local government or other public services.

5.5 The amounts payable by the Council in respect of the making of official or courtesy visits will be made on the same basis and subject to the same limits, etc. as equivalent amounts payable to Councillors under this Scheme, e.g. travel and subsistence.

6. Dependents' Carers ' Allowance:

6.1 Councillors are entitled to claim a dependents' carers' allowance (DCA) towards reimbursement of actual reasonable costs necessarily incurred in providing care for an eligible dependant, while carrying out an approved duty.

6.2 A dependants' carers' allowance shall be payable based upon actual receipted costs or at the appropriate hourly rate, whichever is the lower; up to the monthly maximum.

6.3 The hourly rate of dependants' carers' allowance for standard care shall be £9.50 and for specialised care £19.00. The monthly maximum for standard care payable is £494 and the monthly maximum for specialised care is £988. Councillors may claim only one DCA in respect of each occurrence of approved duty. Only one DCA rate is payable even if there are 2 or more children/dependants being cared for (claim form attached).

7. Travel and Subsistence Allowances:

7.1 A Councillor or committee member shall be entitled to claim travel and subsistence allowances where expenditure on travelling or subsistence has been necessarily incurred, (refer to schedule 2 for further information). The amount claimed should not exceed expense incurred. The amount claimed for subsistence should be inclusive of VAT and should not include any alcohol.

7.2 The rates of travel allowance for travel by private vehicle shall be as shown in the table below:

Type of Vehicle	**Rate per Mile**
A pedal cycle	20.0p
A motor cycle (all engine capacities)	24.0p
A motor car of cylinder capacity exceeding 450cc but not exceeding 999cc	46.9p *13.7p
A motor car of cylinder capacity exceeding 999cc but not exceeding 1,199cc	52.2p *14.4p
A motor car of cylinder capacity exceeding 1,199cc	65.0p *16.4p
An electric car	45.0p **25.0p
Passenger rate (per passenger)	5.0p

* For mileage above 8,500 miles
** For mileage above 10,000 miles

7.3 The rates of subsistence shall be as shown in the table below.

PERIOD/MEAL	RATES	
	British Isles	London
Accommodation allowance - An absence involving an overnight stay, away from the normal place of residence. This rate does not include any meal allowance.	100.70	122.45
Breakfast allowance - (more than 4 hours away from the normal place of residence or, where approved by the council, a lesser period before 11 am)	11.50	
Lunch allowance - (more than 4 hours away from the normal place of residence or, where approved by the council, a lesser period including the period between 12 noon and 2pm)	13.50	
Tea allowance - (more than 4 hours away from the normal place of residence or, where approved by the council, a lesser period including the period between 3pm and 6pm)	4.70	
Evening meal allowance - (more than 4 hours away from the normal place of residence or, where approved by the council, a lesser period ending after 7pm)	20.95	

8. Councillors' Support Services :

8.1 Newry, Mourne & Down District Council have provided a mobile device and printer to all 41 Councillors in order to carry out their Council duties. Members can claim up to £35 per month towards their actual home broadband costs on production of broadband receipts. Amounts claimed for broadband expenses should not exceed the expense incurred.

8.2 Council also provide general secretarial services, business cards and headed paper to Councillors. As IT readable devices have been provided, Council will not provide hard copies of electronic documents to Members.

9. Claims and Payment:

9.1 Payments regarding basic allowance and special responsibility allowance shall be made monthly.

9.2 Claims for dependants' carers' allowance, travelling allowance or subsistence allowance should be made in writing within three months, and should be accompanied by receipts, where appropriate

10. General:

10.1 This scheme may be revoked or amended at any time.

10.2 The amounts stated in paragraphs 3-5 will be subject to any indexing increase during the year.

10.3 The amounts stated in paragraph 6 will be subject to any increase to the national living wage for age 25+.

10.4 Where a Councillor is suspended from carrying out the duties of a Councillor, in accordance with Section 59 (5) of the Local Government Act (NI) 2014, the part of basic allowance, special responsibility allowance, or Chairperson/Deputy Chairperson allowance payable to the Councillor in respect of the period for which the Councillor is suspended, must be withheld.

10.5 Councillors may, if they wish, renounce their entitlement to basic, chairperson, vice-chairperson or special responsibility allowances. They can do this by writing to the Chief Executive. A Councillor can subsequently withdraw the renunciation. They can also amend a renunciation (for example, to limit it to one kind of allowance only). The withdrawal or amendment cannot have retrospective effect.

Scheme approved by Council *****
Review date **** in line with para 8.1

Schedule 1 to the Scheme of Allowances
Special Responsibility Allowances

The following table provides details of the duties which attract a special responsibility allowance and the associated allowance amount.

Special Responsibility	Special Responsibility Allowance Rate (per annum)	Per Month (£)
Chairperson of Council	£20,165.40	£1,680.45
Deputy Chairperson of Council	£6,293.40	£524.45

Special Responsibility	Special Responsibility Allowance Rate (per annum)	Per Month (£)
Chairperson (Enterprise, Regeneration and Tourism	£3833.55	£319.46
Chairperson (Active and Healthy Communities Committee)	£3833.55	£319.46
Chairperson (Neighbourhood Services Committee)	£3833.55	£319.46
Chairperson (Strategy, Policy and Resources Committee)	£3833.55	£319.46
Planning Committee Member 1	£3833.55	£319.46
Planning Committee Member 2	£3833.55	£319.46
Planning Committee Member 3	£3833.55	£319.46
Planning Committee Member 4	£3833.55	£319.46
Planning Committee Member 5	£3833.55	£319.46
Planning Committee Member 6	£3833.55	£319.46
Planning Committee Member 7	£3833.55	£319.46
Planning Committee Member 8	£3833.55	£319.46
Planning Committee Member 9	£3833.55	£319.46
Planning Committee Member 10	£3833.55	£319.46
Planning Committee Member 11	£3833.55	£319.46
Planning Committee Member 12	£3833.55	£319.46
Party Representative (Sinn Féin)	£3833.55	£319.46
Party Representative (SDLP)	£3833.55	£319.46
Party Representative (UUP)	£3833.55	£319.46
Party Representative (DUP)	£3833.55	£319.46
Total Special Responsibility Allowance	**£76,671.00**	

Schedule 2 to the Scheme of Allowances - travel and subsistence

Duties for which payment may be claimed:

1. Council meetings.
2. Committee meetings and meetings of working groups/forums of which the Councillor is a member.
3. Committee meetings and meetings of working groups/forums of which the Councillor is not a member, if they are attending at the specific invitation of the Council.
4. Attendance at approved conferences, study visits or seminars as a representative of the Council.
5. Attendance at briefings/training courses approved by the Council.
6. Attendance by appointed Councillors at meetings of PCSP and Policing Committee.
7. Attendance by appointed Councillors at meetings of outside bodies. Expenses cannot be claimed where remuneration is made to the Councillor from the outside body.

Duties for which payment may not be claimed:

1. Committee Meetings of which the Councillor is not a member (with exception of point 3 above).
2. Events/ launches to which an official invitation has not been issued by Council (with exception of Chairperson, Deputy Chairperson or Member deputizing).
3. Any constituency business.
4. Party political meetings.

This list provides information but is not intended to be exhaustive.

DEPENDA NT S ' CARERS' A L L OW ANCE

CLAIM FORM – STANDARD CARE

Date care provided: ……

Approved duty covered:
……..

(expand as necessary)
……....

Time from …… Time to ……
Total travel time within above hours ……
Total hours: ……
Cost per hour: £…….. Total amount paid: £……
Total amount claimed
£.....
(Claim amount is subject to agreed travel time, hourly and monthly rate limits)

Name of dependant(s): ……
Relationship(s) to Councillor: ……
Name of carer: ……
National Insurance Number of carer ……

Declaration:

I declare that the above named provided a childcare/carer service to me as detailed above, in order that I could perform the approved duty stated.

Name of claimant: ……..
Signature of claimant: ……
Date of claim: ……

NB – A claim form should be completed and submitted for each relevant occurrence of approved duty

DEPENDA NT S ' CARERS' A L LOWANCE

CLAIM FORM – SPECIALISED CARE

Date care provided: ……

Approved duty covered:
……..

(expand as necessary)
……..….

Time from ……. Time to ……
Total travel time within above hours ……
Total hours: ……
Cost per hour: £…….. Total amount paid: £…….
Total amount claimed £.....
(Claim amount is subject to agreed travel time, hourly and monthly rate limits)

Name of dependant(s): ……..
Relationship(s) to Councillor: ……....
Name of carer: ……..
National Insurance number of carer: ……..……

Declaration:

I declare that the above named provided a childcare/carer service to me as detailed above, in order that I could perform the approved duty stated.

Name of claimant: ……
Signature of claimant: ……
Date of claim: ……

NB – A claim form should be completed and submitted for each relevant occurrence of approved duty. – ***an original invoice from the carer must be presented with this claim form***

(INTERNAL LIST)

Newry, Mourne & Down District Council

-Schedule of Meetings for period
June 2022 - May 2023
(N.B. venues to remain under review to include MS Teams)

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Strategy Policy and Resources Committee	6
Active and Healthy Communities Committee	7
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Audit Committee	9
PCSP and Policing Committee	10
Party Representatives Meetings	11

COUNCIL MEETINGS

Date	Time	Location
Mock Annual Meeting 26 May 2022	4.00 pm	Mourne Room, Downshire Civic Centre
Annual Meeting 6 June 2022	5.30 pm	Mourne Room, Downshire Civic Centre
Council Meeting 6 June 2022	6.00pm	Mourne Room, Downshire Civic Centre
4 July 2022	6.00pm	Mourne Room, Downshire Civic Centre
1 August 2022	6.00pm	Mourne Room, Downshire Civic Centre
5 September 2022	6.00pm	Mourne Room, Downshire Civic Centre
3 October 2022	6.00pm	Mourne Room, Downshire Civic Centre
7 November 2022	6.00pm	Mourne Room, Downshire Civic Centre
5 December 2022	6.00pm	Mourne Room, Downshire Civic Centre
9 January 2023	6.00pm	Mourne Room, Downshire Civic Centre
6 February 2023	6.00pm	Mourne Room, Downshire Civic Centre
6 March 2023	6.00pm	Mourne Room, Downshire Civic Centre
3 April 2023	6.00pm	Mourne Room, Downshire Civic Centre
Tuesday 2 May 2023 **elections**?	6.00pm	Mourne Room, Downshire Civic Centre
Mock Annual Meeting		Mourne Room, Downshire Civic Centre
Annual Meeting 2023 – to be held within 21 days following the election		

SPECIAL COUNCIL MEETINGS - PRESENTATIONS

Date	Time	Location	PRESENTATION
23 May 2022	6.00pm	Downshire Civic Centre	
27 June 2022	6.00pm	Downshire Civic Centre	
26 September 2022	6.00pm	Downshire Civic Centre	
24 October 2022	6.00pm	Downshire Civic Centre	
31 October 2022	6.00pm	Downshire Civic Centre	
28 November 2022	6.00pm	Downshire Civic Centre	
30 January 2023	6.00pm	Downshire Civic Centre	
27 March 2023	6.00pm	Downshire Civic Centre	
May 2023 Elections	6.00pm	Downshire Civic Centre	

PLANNING COMMITTEE

Date	Time	Location
1 June 2022	10.00 am	Boardroom, Monaghan Row, Newry
29 June 2022	10.00 am	Boardroom, Monaghan Row, Newry
27 July 2022	10.00 am	Boardroom, Monaghan Row, Newry
24 August 2022	10.00 am	Boardroom, Monaghan Row, Newry
21 September 2022	10.00 am	Boardroom, Monaghan Row, Newry
19 October 2022	10.00 am	Boardroom, Monaghan Row, Newry
16 November 2022	10.00 am	Boardroom, Monaghan Row, Newry
14 December 2022	10.00 am	Boardroom, Monaghan Row, Newry
11 January 2023	10.00 am	Boardroom, Monaghan Row, Newry
08 February 2023	10.00 am	Boardroom, Monaghan Row, Newry
08 March 2023	10.00 am	Boardroom, Monaghan Row, Newry
05 April 2023	10.00 am	Boardroom, Monaghan Row, Newry
03 May 2023 **elections**	10.00 am	Boardroom, Monaghan Row, Newry

ENTERPRISE, REGENERATION AND TOURISM COMMITTEE

Date	Time	Location
13 June 2022	6.00 pm	Boardroom, Monaghan Row, Newry
8 August 2022	6.00 pm	Boardroom, Monaghan Row, Newry
12 September 2022	6.00 pm	Boardroom, Monaghan Row, Newry
10 October 2022	6.00 pm	Boardroom, Monaghan Row, Newry
14 November 2022	6.00 pm	Boardroom, Monaghan Row, Newry
12 December 2022	6.00 pm	Boardroom, Monaghan Row, Newry
16 January 2023	6.00 pm	Boardroom, Monaghan Row, Newry
13 February 2023	6.00 pm	Boardroom, Monaghan Row, Newry
13 March 2023	6.00 pm	Boardroom, Monaghan Row, Newry
Wednesday 12 April 2023 **easter**	6.00 pm	Boardroom, Monaghan Row, Newry
15 May 2023 **elections**	6.00 pm	Boardroom, Monaghan Row, Newry

STRATEGY, POLICY AND RESOURCES COMMITTEE

Date	Time	Location
16 June 2022	6.00 pm	Mourne Room, Downshire Civic Centre
11 August 2022	6.00 pm	Mourne Room, Downshire Civic Centre
15 September 2022	6.00 pm	Mourne Room, Downshire Civic Centre
13 October 2022	6.00 pm	Mourne Room, Downshire Civic Centre
17 November 2022	6.00 pm	Mourne Room, Downshire Civic Centre
15 December 2022	6.00 pm	Mourne Room, Downshire Civic Centre
19 January 2023	6.00 pm	Mourne Room, Downshire Civic Centre
16 February 2023	6.00 pm	Mourne Room, Downshire Civic Centre
16 March 2023	6.00 pm	Mourne Room, Downshire Civic Centre
13 April 2023	6.00 pm	Mourne Room, Downshire Civic Centre
11 May 2023 **elections**	6.00 pm	Mourne Room, Downshire Civic Centre

ACTIVE AND HEALTHY COMMUNITIES COMMITTEE

Date	Time	Location
20 June 2022	6.00pm	Mourne Room, Downshire Civic Centre
15 August 2022	6.00pm	Mourne Room, Downshire Civic Centre
19 September 2022	6.00pm	Mourne Room, Downshire Civic Centre
17 October 2022	6.00pm	Mourne Room, Downshire Civic Centre
21 November 2022	6.00pm	Mourne Room, Downshire Civic Centre
19 December 2022	6.00pm	Mourne Room, Downshire Civic Centre
23 January 2023	6.00pm	Mourne Room, Downshire Civic Centre
20 February 2023	6.00pm	Mourne Room, Downshire Civic Centre
20 March 2023	6.00pm	Mourne Room, Downshire Civic Centre
17 April 2023	6.00pm	Mourne Room, Downshire Civic Centre
22 May 2023 **elections**	6.00pm	Mourne Room, Downshire Civic Centre

NEIGHBOURHOOD SERVICES COMMITTEE

Date	Time	Location
22 June 2022	6.00 pm	Boardroom, Monaghan Row, Newry
17 August 2022	6.00 pm	Boardroom, Monaghan Row, Newry
Tuesday 20 September 2022	6.00 pm	Boardroom, Monaghan Row, Newry
Tuesday 18 October 2022	6.00 pm	Boardroom, Monaghan Row, Newry
23 November 2022	6.00 pm	Boardroom, Monaghan Row, Newry
Tuesday 20 December 2022	6.00 pm	Boardroom, Monaghan Row, Newry
25 January 2023	6.00 pm	Boardroom, Monaghan Row, Newry
22 February 2023	6.00 pm	Boardroom, Monaghan Row, Newry
22 March 2023	6.00 pm	Boardroom, Monaghan Row, Newry
19 April 2023	6.00 pm	Boardroom, Monaghan Row, Newry
24 May 2023 **elections**	6.00 pm	Boardroom, Monaghan Row, Newry

AUDIT COMMITTEE
(held quarterly)

Date	Time	Location
Tuesday 19 July 2022	2.00 pm	Downpatrick
Thursday 22 September 2022	2.00 pm	Downpatrick
Wednesday 18 January 2023	2.00 pm	Downpatrick
Tuesday 25 April 2023	2.00 pm	Downpatrick

PCSP MEETINGS

Date	Time	Location
Tuesday 22 March 2022	2.00 pm	MS Teams / M.Row / Downshire
Tuesday 24 May 2022	6.00 pm	MS Teams / M.Row / Downshire
Tuesday 26 July 2022	2.00 pm	MS Teams / M.Row / Downshire
Tuesday 27 September 2022	6.00 pm	MS Teams / M.Row / Downshire
Tuesday 29 November 2022	2.00 pm	MS Teams / M.Row / Downshire
Tuesday 31 January 2023	6.00 pm	MS Teams / M.Row / Downshire
Tuesday 28 March 2023	2.00 pm	MS Teams / M.Row / Downshire
Tuesday 30 May 2023	6.00pm	MS Teams / M.Row / Downshire

PARTY REPRESENTATIVES' FORUM

Date	Time	Location
9 June 2022	3.00 pm	MS Teams?
7 July 2022	3.00 pm	MS Teams?
4 August 2022	3.00 pm	MS Teams?
8 September 2022	3.00 pm	MS Teams?
6 October 2022	3.00 pm	MS Teams?
10 November 2022	3.00 pm	MS Teams?
8 December 2022	3.00 pm	MS Teams?
12 January 2023	3.00 pm	MS Teams?
9 February 2023	3.00 pm	MS Teams?
9 March 2023	3.00 pm	MS Teams?
6 April 2023	3.00 pm	MS Teams?
4 May 2023	3.00 pm	MS Teams?