



August 11th, 2025

Notice Of Meeting

You are requested to attend the meeting to be held on **Thursday, 14th August 2025** at **6:00 pm** in **Mourne Room, Downshire Civic Centre.**

Committee Membership 2025-26

Councillor O Hanlon **Chairperson**

Councillor D McAteer **Deputy Chairperson**

Councillor P Byrne

Councillor C Enright

Councillor M Hearty

Councillor R Howell

Councillor T Howie

Councillor C King

Councillor A Lewis

Councillor A Mathers

Councillor S O'Hare

Councillor H Reilly

Councillor M Rice

Councillor G Sharvin

Councillor D Taylor

Agenda

1.0 Apologies and Chairperson's Remarks

2.0 Declarations of Interest

3.0 Action Sheet arising from Strategy, Policy and Resources Committee Meeting held on 12 June 2025

 *SPR-Action Sheet arising from 2025 06 12.pdf*

Page 1

For Discussion/Decision

4.0 Portable Appliance Testing Policy

For Decision

 *SPR Report - Portable Appliance Testing Policy.pdf*

Page 6

 *NMDDC Portable Appliance Testing Policy 2025.pdf*

Page 9

5.0 Revised Corporate Privacy Notice

For Decision

 *2025-08-14 SPRC Report - Revised Corporate Privacy Notice.pdf*

Page 13

6.0 110th Anniversary of 10th (Irish) Division's Actions on the Gallipoli Peninsula

For Decision

 *110th Anniversary of 10th (Irish) Divisions Actions on the Gallipoli Peninsula.pdf*

Page 43

7.0 Procurement Policy

For Decision

 *SPR Report - Updated Procurement Policy_August 2025.pdf*

Page 46

 *Appendix A - Procurement Policy.pdf*

Page 51

8.0 Assessment of Performance 2024-25

For Decision

 *SPR Cover Report Assessment of Performance 2023-24.pdf*

Page 75

 *Appendix 1 - Assessment of Performance 2024-25 .pdf*

Page 78

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

9.0 Purchase to Pay System DAC - 2025/26

For Decision

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.

 **P2P system DAC 2025-2026.pdf**

Not included

 **Appendix 1 - P2P system DAC 2024-2026.pdf**

Not included

10.0 Reserves Policy

For Decision

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.

 **Reserves Policy SPR cover paper.pdf**

Not included

 **Appendix 1 - NMDDC Reserves Policy 2025.pdf**

Not included

11.0 Proposed Licence of Fishing Rights at Donaghaguy Lake, Warrenpoint

For Decision

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

 **SPR 14 Aug 2025 Proposed Licence of Fishing Rights at Donaghaguy Lake Warrenpoint.pdf**

Not included

 **NM263-G-1-00 Donaghaguy.pdf**

Not included

12.0 Proposed Lease of Area at Downpatrick HRC Site

For Decision

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

 SPR 14 Aug 2025 Proposed Lease of Area at Downpatrick HRC Site.pdf	Not included
 Killough Rd Civic Amenity Site Folio DN208122 Map TL251.pdf	Not included
 Drawings & Map of proposed installation at Downpatrick HRC site.pdf	Not included

13.0 Lease of Lands at St Anne's Park, Mayobridge

For Decision

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

 SPR 14 Aug 2025 Lease of Land at St Anne's Pk Mayobridge Amendment.pdf	Not included
 Map 2.pdf	Not included
 SPR Report - 12 Dec 2024 Proposed Lease of Lands under Council's Sports Community Leasing Policy.pdf	Not included

14.0 Licence for Container at Milltown Street, Warrenpoint

For Decision

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

 SPR 14 Aug 2025 Licence for Container at Milltown St Warrenpoint.pdf	Not included
 Map for Container Milltown St Warrenpoint.pdf	Not included

15.0 Ballynahinch Community Centre

For Decision

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

 SPR Report - August 2025 - Ballynahinch Community Centre.pdf	Not included
---	---------------------

16.0 Replacement of Play Park Surfaces

For Decision

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

 **SPR Report- Capital Project - Replacement of Play Park Surfaces.pdf** **Not included**

 **BC signed by SM - Replacement of Play Park Surface - Aug 25.pdf** **Not included**

17.0 Upgrade of Facilities CCTV Systems

For Decision

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

 **SPR Committee Report Aug 2025- Capital Project Facilities CCTV.pdf** **Not included**

 **SE-BC-2025-33 Business Case Council Facilities CCTV.pdf** **Not included**

18.0 Tyrella Beach Amenity Building

For Decision

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

 **SPR Report - Tyrella Beach Amenity Building -.pdf** **Not included**

19.0 Facility Refurbishment

For Decision

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.

 **Facility Refurbishment.pdf** **Not included**

20.0 Capital Build Project

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.

 **Capital Build Project .pdf**

Not included

21.0 Business Case - Agency Workers

For Decision

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.

 **Agency Workers Report.pdf**

Not included

 **Business Case Agency Workers.pdf**

Not included

22.0 Business Case - Residual Waste Contract

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

 **SPR Committee - Business Case for Residual Waste Contract - 14.08.25.pdf**

Not included

 **APP 1 - NMDDC Residual Waste Tender OBC 11th August 2025.pdf**

Not included

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

23.0 Sickness Absence Reporting

For Information

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.

 **Sickness Absence Reporting - SPR Report.pdf**

Not included

 **Appendix 1 - Corporate Performance Dashboard Q4 2024 25.pdf**

Not included

24.0 Land and Property Services NI Valuations 2025

For Information

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.

 **LPSNI Valuations 2025.pdf** **Not included**

 **Appendix 1 - Accounts Direction to District Councils 24_25.pdf** **Not included**

 **Appendix 2 - LPS Terms of Engagement 2025 - signed.pdf** **Not included**

25.0 Contract Management & Procurement Update

For Information

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.

 **Report to SPR August 2025 Procurement Update_final.pdf** **Not included**

26.0 Management Accounts Update Q1 2025/26

For Information

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.

 **Management Accounts Q1 202526.pdf** **Not included**

 **Appendix 1 - Mgt Accs by Directorate at 30.06.25.pdf** **Not included**

 **Appendix 2 - Mgt Accs by AD at 30.06.25.pdf** **Not included**

 **Appendix 3 - Mgt Accs by By Expense Type at 30.06.25.pdf** **Not included**

 **Appendix 4 - Payroll Report as at 30.06.25.pdf** **Not included**

For Noting

27.0 Statutory Reporting

 **Statutory reporting - Quarterly Policy Screening Report for period April - June 2025 & Annual Report to ECNI.pdf** **Page 182**

 **Appendix I - Section 75 Policy Screening Report Quarterly Report for period April** **Page 185**

Invitees

Cllr Terry Andrews

Cllr Callum Bowsie

Mr Caolain Boyd

Fionnuala Branagh

Cllr Jim Brennan

Mr Gerard Byrne

Cllr Pete Byrne

Cllr Philip Campbell

Cllr William Clarke

Cllr Laura Devlin

Ms Louise Dillon

Cllr Cadogan Enright

Cllr Killian Feehan

Cllr Doire Finn

Ms Joanne Fleming

Cllr Conor Galbraith

Cllr Mark Gibbons

Cllr Oonagh Hanlon

Cllr Glyn Hanna

Cllr Valerie Harte

Mr Conor Haughey

Cllr Martin Hearty

Cllr Roisin Howell

Cllr Tierna Howie

Ms Catherine Hughes

Ms Marina Hughes

Cllr Jonathan Jackson

Joanne/Noelle Johnston

Cllr Geraldine Kearns

Miss Veronica Keegan

Mrs Josephine Kelly

Cllr Cathal King

Cllr Mickey Larkin

Cllr David Lee-Surginor

Cllr Alan Lewis

Cllr Oonagh Magennis

Mr Conor Mallon

Cllr Aidan Mathers

Cllr Declan McAteer

Ms Carol McClean

Cllr Leeanne McEvoy

Jonathan McGilly

Mr Colin Moffett
.....
Cllr Kate Murphy
.....
Cllr Selina Murphy
.....
Cllr Declan Murphy
.....
Cllr Siobhan O'Hare
.....
Mr Andy Patterson
.....
Cllr Áine Quinn
.....
Cllr Henry Reilly
.....
Cllr Michael Rice
.....
Ms Alison Robb
.....
Mr Peter Rooney
.....
Cllr Michael Ruane
.....
Mr Conor Sage
.....
Cllr Gareth Sharvin
.....
Mrs Amanda Smyth
.....
Conor Smyth
.....
Donna Starkey
.....
Sarah Taggart
.....
Cllr David Taylor
.....
Cllr Jarlath Tinnelly
.....
Ms Sinead Trainor
.....
Cllr Jill Truesdale
.....
Mrs Marie Ward
.....
Mr Conor Woods
.....
Cllr Helena Young
.....

<u>Minute Ref</u>	<u>Subject</u>	<u>Decision</u>	<u>Lead Officer</u>	<u>Actions taken / progress to date</u>	<u>Remove from Action Sheet? Y/N</u>
<u>ACTION SHEET – STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING (SPR) –</u> <u>Thursday 12 June 2025</u>					
SPR/083/2025	Action sheet arising from SPR meeting of 15 May 2025	It was agreed to note the action sheet	J Kelly	Agreed	Y
SPR/084/2025	To agree start times for SPR meetings 2025/26	The start times were agreed	J Kelly	Agreed	Y
SPR/085/2025	Performance Improvement Plan 2025/26	the following was agreed: •The Performance Improvement Plan 2025-26 (including the five performance improvement objectives), Consultation and Engagement Report 2025-26 and Objective Delivery Plans 2025-26. •That in order to meet the statutory deadline, authority is given by the SPR Committee to publish the Performance Improvement Plan 2025 – 26 before 30 June 2025, ahead of full Council ratification.	C Hughes	Agreed	Y
SPR/086/2025	Directorate Business Plans	the following was agreed: •The assessment of the Chief Executive's and Corporate Services Directorate Business Plan 2024-25 •The Chief Executive and Corporate Services Business Plan 2025-26	M Ward	Agreed	Y
SPR/087/2025	Section 75 Statutory Duties Compliance: Revised Equality Scheme – 5-year review	it was agreed to approve Council's Equality Scheme, and that further to approval, the Equality Commission for Northern Ireland be informed of the outcome of the review.	C McClean	Agreed	Y
SPR/088/2025	Lease of Lands at Drumaness Playing Fields	It was agreed to enter into a lease with the group noted in this report in respect of that portion of Drumaness Playing Fields as outlined in blue on the map attached to the Officer's report for a term of 25 years at a peppercorn rent, subject to Departmental Consent.	C McClean	Agreed	Y
SPR/089/2025	Lease of Cloughrea Playing Fields	It was agreed to enter into a lease with the group noted in this report in respect of Cloughreagh Playing Fields for a term of 25 years at a	C McClean	Agreed	Y

		peppercorn rent, subject to Departmental Consent.			
SPR/090/2025	Lease of Lands at Lismore Park, Crossmaglen	It was agreed to grant the lease of lands at Lismore Park, Crossmaglen as outlined and hatched red on the map attached hereto for a term of 25 years at a peppercorn rent, subject to Departmental Consent, to the company as noted in the Officer's Report.	C McClean	Agreed	Y
SPR/091/2025	Lease of Lands at Station Road, Castlewellan	It was agreed to enter into a lease with the group noted in this report in respect of lands at Station Road, Castlewellan, as outlined in red on the map attached hereto for a term of 25 years at a peppercorn rent, subject to Departmental Consent.	C McClean	Agreed	Y
SPR/092/2025	Public Path extension, Killeavy	it was agreed to enter into an Agreement with the noted party noted for a period of up to 14 years to extend the path to include the land shown shaded in purple on the map attached for the amount stated in the Officer's Report.	C McClean	Agreed	Y
SPR/093/2025	Renewal of Licence for Advertising Hoardings, Newry	it was agreed to grant licences to the parties noted within the report, permitting them to operate the advertising hoardings on the car park known as Canal Bank 1, Newry for a term of 5 years subject to yearly licence fees to be determined by Council's Valuer.	C McClean	Agreed	Y
SPR/094/2025	Conacre Arrangements Rostrevor & Kilbroney	the following was agreed: •That a full Expression of Interest is issued in respect of the cutting of grass from the Hay Meadow, Kilbroney Park and that Council enter a Conacre Licence Agreement for the 2025 Season (September only) •That an Expression of Interest is issued to the 2 parties who have expressed an interest in the grazing of the lands at Rostrevor Cemetery, Rostrevor and that Council enter a Conacre Licence Agreement with the highest bidder from mid-July until 31 October 2025.	C McClean	Agreed	Y
SPR/095/2025	Easement at Main Avenue, Derrybeg, Newry	it was agreed to grant an Easement for a foul and storm pipe under that portion of Council lands as are shown by a red dashed line at Main Avenue, Derrybeg, Newry to the party named in this report subject to the payment of the market value easement fee (less any apportionment due to the	C McClean	Agreed	Y

		owner of the freehold) and subject also to the payment of Council's legal and valuation costs.			
SPR/096/2025	Camlough Recreational Hub	the following was agreed: •To appoint Contractor (Supplier 3) to provide full delivery of the Camlough Lake Recreational Hub Facility, subject to obtaining all statutory approvals and finalisation of land acquisition. •To allocate funding to the project within the capital plan as per section 4.0 of the Officer's Report.	C Boyd	Agreed	Y
SPR/097/2025	Newry Canal Restoration Works – Lock 6	the following was agreed: •To approve the procurement and appointment of a contractor required to deliver the project as outlined in section 2.1 of the Officer's Report. •To approve the business case and allocate budget within the capital plan as outlined in section 4 of the Officer's Report.	C Mallon	Agreed	Y
SPR/098/2025	Castlewellan tree Top Walk – OBC	the following was agreed: •To approve the Outline Business Case as set out in Appendix 1. •To approve the allocation of budget in the Capital Programme as per the preferred option 3 as laid out within the Officer's Report. •To approve the procurement and appointment of an Integrated Consultancy Team to progress design development of the infrastructure enabling works.	C Mallon	Agreed	Y
SPR/099/2025	Kilkeel Lower Square & River Walk EI Scheme	the following was agreed: •To approve business case and the allocation of budget in the capital plan for the design and development of Kilkeel Lower Square & River Walk Environmental Improvement Scheme. •To approve the procurement and appointment of the ICT to deliver RIBA Design Stage 2 – 3.	C Mallon	Agreed	Y
SPR/100/2025	Digital Innovation & Regeneration Unit	It was agreed to approve the Digital Innovation and Regeneration Unit structure and budget allocation as outlined within section 4 of the Officer's Report.	C Mallon	Agreed	Y

SPR/101/2025	Procurement of an ICT to progress Delamont Country Park Development	the following was agreed: •To approve the procurement and appointment of an ICT to develop the Delamont Master Plan: Viewpoint and Orientation Centre projects to RIBA Stage 3. Approving the procurement and appointment of a specialised site-specific Interpretation Plan that sets out sets out the Interpretative Experience for Delamont Country Park. •To approve the business case and the allocation of budget in the Capital Programme to progress the projects at Delamont Country Park as set out in Section 4 of the Officer's Report.	C Mallon	Agreed	Y
SPR/102/2025	Automated Charged Parking Installation	the following was agreed: •To approve the procurement and appointment of a supplier under the EPSO framework, to enable the installation of an automated parking system, as set out in section 2 of the Officer's Report. •To allocate a budget within the Capital Plan for the design, implementation and operation of an automated parking system, as set out in Section 4 of the Officer's Report.	C Mallon	Agreed	Y
SPR/103/2025	Fleet Management	It was agreed to approve the 2025-26 Fleet Procurement Programme.	S Murphy	Agreed	Y
SPR/104/2025	Leisure Facility Lease Agreement	It was agreed to proceed with the preferred supplier as per the terms outlined within the Officer's Report.	A Patterson	Agreed	Y
SPR/105/2025	Exempt Minutes of MMGP Programme Board meeting of 01/04/25	It was agreed to note the minutes.	C Mallon	Agreed	Y
SPR/106/2025	Minutes of SFWG Working Group of 20/05/25	It was agreed to note the minutes.	J Kelly	Agreed	Y
SPR/107/2025	Draft Management Year End Accounts 2024/25	It was agreed to note the 2024/25 draft year end Management Accounts.	M Ward	Agreed	Y
SPR/108/2025	Debt Write Off as at March 2025	It was agreed to note the debt write off as at March 2025 as outlined within the Officer's Report.	M Ward	Agreed	Y
SPR/109/2025	Chief Executive Appraisal	It was agreed to note the 2024/25 Performance Appraisal of the Chief Executive has been	M Hughes	Agreed	Y

		completed and that members of the group agreed in their assessment of performance.			
SPR/110/2025	Compliance Year End Report	It was agreed to note monitoring statistics.	C McClean	Agreed	Y
SPR/111/2025	Planning Department Update	It was agreed to note the content of the Officer's Report	J McGilly	Agreed	Y
SPR/112/2025	Minutes of MMGP Programme Board meetings of 01/04/25 and 02/05/25	It was agreed to note the minutes.	C Mallon	Agreed	Y
SPR/113/2025	Assessment of Community Wealth Building Actions and Measures – Directorate Business Plans 24/25.	It was agreed to note the Assessment of Community Wealth Building Measures 2024-25 as set out in Appendix 1 of the Officer's Report.	C McClean	Agreed	Y

Report to:	Strategy Policy and Resources Committee
Date of Meeting:	14 th August 2025
Subject:	Portable Appliance Testing Policy
Reporting Officer (Including Job Title):	Conor Sage, Assistant Director Sustainability
Contact Officer (Including Job Title):	Aidan Mallon, Head of Maintenance

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

For decision	☒	For noting only	☐
---------------------	-------------------------------------	------------------------	--------------------------

1.0	Purpose and Background
1.1	The purpose of this report is to present the Portable Appliance Testing Policy and seek approval on this updated version. The updated Policy and Procedure was approved at CMT and SMT on 24th June and 4th of July 2025 respectively.
2.0	Key issues
2.1	Newry, Mourne and Down District Council (the Council) has a duty under the Health and Safety at Work (NI) Order 1978 to ensure, so far as is reasonably practicable, the health, safety and welfare at work of their employees and others who may be affected by activities on its premises. There is no legal requirement to carry out Portable Appliance Testing, however, The Electricity at Work Regulations (Northern Ireland) requires that electrical systems and equipment must be maintained, so far as reasonably practicable, to prevent danger. This requirement covers all items of electrical equipment including fixed or portable equipment The Portable Electrical Appliance Testing Policy & Procedure have been developed to manage the risk associated with use of portable electrical appliances.
2.2	The Council recognises that use of portable electrical appliances can present a serious risk to health, safety and fire. The Council is committed to protecting the health and safety of their staff, contractors, clients and visitors who may be affected by their activities, along with ensuring compliance with all relevant health and safety legislation.
3.0	Recommendations
3.1	• Note the contents of the report. • Approve the Portable Appliance Testing Policy

4.0	Resource implications	
4.1	Revenue costs for the implementation of the Portable Appliance Testing Policy are included within S&E 25/26 estimates.	
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	☒
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i> Yes ☒ No ☐ If yes, please complete the following:	
	The policy (strategy, policy initiative or practice and / or decision) has been equality screened	☐
	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	☒
5.3	<i>Proposal initiating consultation</i> 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 Consultation period will be 12 weeks Consultation period will be less than 12 weeks (rationale to be provided)	☐
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 Yes ☐ No ☒ If yes, please complete the following:	

	Rural Needs Impact Assessment completed	☐
7.0	Appendices	
7.1	Portable Appliance Testing Policy	
8.0	Background Documents	
8.1	None.	

Policy title: Portable Appliance Testing Policy



Policy Control

Policy reference:	<i>Contact Corporate Policy & Equality Officer for a policy reference</i>
Title of Policy:	Portable Appliance Management and Testing
Version:	V2
Directorate / Departmental ownership:	Sustainability & Environment
Officer responsible:	Aidan Mallon
Date of ratification:	
Review date:	
Equality screening and Rural Needs Impact Assessment completed by:	Aidan Mallon
Equality screening and Rural Needs Impact Assessment date:	
Location where document is held and referenced:	Responsible Department ☒
	Corporate Policy repository ☒

Contents

Content	Page Number
Statement	2
Aim of this policy	2
Scope of the policy	2
Related policies and legislation	3
Definitions	3
Department & Officer responsible	3
Policy approval process	4
Review date	4
Procedures and arrangements for monitoring the implementation and impact of the policy	4
Equality screening	4
Rural Needs Impact Assessment	4

1. Title of policy

Newry, Mourne and Down District Council (the Council) has a duty under the Health and Safety at Work (NI) Order 1978 to ensure, so far as is reasonably practicable, the health, safety and welfare at work of their employees and others who may be affected by their activities.

This policy statement and associated Portable Electrical Appliance Procedure have been developed to manage the risk associated with use of portable electrical appliances.

2. Statement

The Council recognises that use of portable electrical appliances can present a serious risk to health, safety and fire. The Council is committed to protecting the health and safety of their staff, contractors, clients and visitors who may be affected by their activities, along with ensuring compliance with all relevant health and safety legislation.

3. Aim

The Council is the "Duty Holder" for all portable electrical appliances within their estate. Only portable electrical appliances (as defined by Section 5) will fall within the scope of this policy and Procedure.

The objectives of this policy are to:

- Ensure so far as is reasonably practicable, that portable electrical appliances used within the Council estate do not present a risk to the health, safety and welfare of staff, contractors, clients and visitors to the Council estate.
- Provide and maintain safe systems of work for the use of portable electrical appliances, that are safe and without risk to health & safety;
- Provide such information, instruction, training and supervision to ensure employees carry out their works safely.

The Council through the successful implementation of its Portable Appliance Testing Procedure will meet these policy objectives.

4. Scope

This policy applies to all premises including temporary structures and activities falling, to any extent, under the Council's control. The policy and associated

Procedure details how Council, all employees, contractors and visitors will be expected to meet their legal duties regarding the use of portable electrical appliances.

The Procedure provides a standardised approach for all persons who are responsible for managing workplaces, premises, facilities and work activities, ensuring consistency across the Council.

5. Related policies and legislation

This document should be read in conjunction with the following: -

- Newry, Mourne & Down District Council Health & Safety Policy
- Newry, Mourne & Down District Council Health & Safety Policy Organisational Procedures
- Newry, Mourne & Down District Council Portable Appliance Testing Procedure

Other relevant statutory regulations and documents to be consulted as part of the policy include: -

- Health & Safety at Work (NI) Order 1978
- Management of Health & Safety at Work Regulations (NI) 2000
- The Electricity at Work Regulations (NI) 1991
- The 18th Edition of the IET Wiring Regulations (BS 7671)
- Provision and Use of Work Equipment Regulations (NI) 1999
- Maintaining Portable Electrical Equipment in low-risk environments INDG236(rev3) HSE 2013
- Relevant British Standards

6. Definitions

Duty Holder – Organisation responsible for ensuring compliance with the relevant legal duty.

Portable Electrical Appliance – Electrical appliances fitted with a plug, rated between 110 and 240 volts ac, and allowing disconnection from the electrical supply without the use of a tool.

7. Department and Officer responsible

Directorate / Department	Sustainability & Environment/Sustainability/Maintenance
Officer(s) responsible for developing the policy	Aidan Mallon

8. Policy approval process

Meeting	Date
<i>CMT</i>	<i>24th June 2025</i>
<i>SMT</i>	<i>4th July 2025</i>
<i>Strategy, Policy and Resources Committee</i>	<i>14th August 2025</i>
<i>Monthly Council Meeting</i>	

9. Review Date

The policy will be reviewed in line with the Council's agreed policy review cycle i.e. every 4 years (as per Council's Equality Scheme commitment 4.31), or sooner to ensure it remains reflective of legislative developments.

10. Procedures and arrangements for monitoring the implementation and impact of the policy

Council has developed a Portable Appliance Testing Procedure which details the monitoring arrangements for implementation of the Policy.

11. Equality Screening

The policy has been equality screened and the outcome is that it not be subject to an EQIA (with no mitigating measures required).

12. Rural Needs Impact Assessment

Due regard to rural needs has been considered and a rural needs impact assessment has been completed.

Report to:	Strategy Policy and Resources Committee
Date of Meeting:	14 August 2025
Subject:	Revised Corporate Privacy Notice
Reporting Officer (Including Job Title):	Carol McClean – Assistant Director, Legal and People
Contact Officer (Including Job Title):	Sally Andrée – Head of Administration and Customer Services

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	Under the UK General Data Protection Regulation (GDPR), Data Protection Act 2018 (DPA) and Data (Use and Access) Act 2025 (DUAA) privacy notices are required to explain • why Council needs to collect personal data • what we plan to do with it • how long we will keep it and how we will dispose of it • whether we will share it with any other organisation
1.2	Privacy notices need to be clear and accessible and regularly reviewed and updated. Being transparent builds trust, avoids confusion and lets users of Council services know what to expect.
1.3	Council's existing Privacy Notice was approved in 2018 and added to the Privacy Policy and Privacy Statement on the corporate website.
2.0	Key issues
2.1	The broad terms set out in the existing privacy notice required updating to provide greater detail for users and to reflect changes in legislation including the newly enacted DUAA.
2.2	A revised privacy notice is set out in the appendix which provides a more comprehensive statement of why and how Council uses personal data received when providing services and carrying out functions.
2.3	The existing Privacy Policy/Statement, dated April 2010, including the privacy notice, statement and cookie information, will be replaced with a Privacy landing page that will include the updated Privacy Notice (Appendix 1), an Email Disclaimer (Appendix 2), updated Cookie Policy and links to Service specific privacy notices.
2.4	The Marketing team, working with Council's website developer, have updated the Cookie Policy to comply with the DUAA. This is a technical policy relating to how the website handles user consent.
2.5	Since 2018, we have developed Privacy Notices tailored to certain service activities and these are available on paper and digital forms. We will develop service specific notices that will either encompass all activities within a service area, e.g. Sport and Leisure or refer to a particular transaction, e.g. a consultation or time limited project, that will be available on the website allowing teams to simply add a link to a new digital/paper Word or MS Form.

2.6	Email messages sent from users of Newry, Mourne and Down District Council's email systems have a legal disclaimer statement appended automatically and a supporting document has been created for the corporate website to provide transparency.
2.7	All documents comply with basic online accessibility requirements.
3.0	Recommendations
3.1	To consider and approve the revised Privacy Notice and Email Disclaimer.
4.0	Resource implications
4.1	None identified
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 ☒
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i> Yes ☐ No ☒ If yes, please complete the following: The policy (strategy, policy initiative or practice and / or decision) has been equality screened ☐ The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation ☐
5.3	<i>Proposal initiating consultation</i> 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 ☐ Consultation period will be 12 weeks ☐ Consultation period will be less than 12 weeks (rationale to be provided) ☐ <i>Rationale:</i>

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 Yes ☐ No ☒ If yes, please complete the following: Rural Needs Impact Assessment completed ☐
7.0	Appendices
	Appendix 1 - Revised Privacy Notice Appendix 2 - Email Disclaimer Appendix 3 - Current Privacy Notice Appendix 4 - Current Privacy Policy (for fully accessible policy please go to https://www.newrymournedown.org/privacy-policy/) Appendix 5 - Updated Cookie Policy (for fully accessible policy please go to https://www.newrymournedown.org/cookie-policy/)
8.0	Background Documents Current Corporate Privacy Policy: https://www.newrymournedown.org/privacy-policy/ Strategy, Policy and Resources Committee minute approving SPR/085/2018 Privacy Policy: https://www.newrymournedown.org/media/uploads/SPR-14062018.pdf ICO guidance on privacy and the right to be informed: https://ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/individual-rights/the-right-to-be-informed/



Appendix 1 – Revised Corporate Privacy Notice

This privacy notice (together with any other documents referred to in it) explains how any personal information we, Newry, Mourne and Down District Council, collect about you, or that you provide to us will be used when providing our services and carrying out our functions as a Local Authority.

Personal information (sometimes referred to as personal data) is any information that lets us identify a living individual from that information, either directly or indirectly. We are committed to ensuring that personal information is held fairly, lawfully and securely in accordance with privacy laws.

We may change this privacy notice from time to time.

Contents

Areas covered by this notice	2
Data protection principles	2
Rights of individuals	2
Data Controller	2
Lawful basis for processing personal data	3
Consent	3
Recognised Legitimate Interests and Legitimate Interests	3
Special Category Personal Data	4
What information we collect:	4
Why we collect your personal data	5
How we collect your personal data	6
Cookies	7
How we use your personal data	7
Who do we share your personal data with	8
Automated decision making and profiling	10
Keeping your personal information	10
Children	11
Data Matching	11
Data Protection Registration	12
Monitoring of email	12
Getting help	12

Areas covered by this notice

It applies to information we collect about people, such as:

- people who use and receive our services - see service specific privacy notices [Insert link to landing page]
- visitors to our website
- people who are referred to us by other persons, agencies, organisations
- people who contact us with an enquiry or complaint
- job applicants and our current and former employees
- people who participate in publicity for us
- people who are recorded on CCTV operated by us
- people we deal with in connection with our functions.

Data protection principles

When collecting personal data we must comply with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018 (DPA) which place legal obligations on us to comply with the data protection principles. These principles are there to protect your personal data and make sure that it is:

- processed lawfully, fairly and in a transparent manner
- collected for specific, explicit, and legitimate purposes
- adequate, relevant, and limited to the purposes for which it was collected
- accurate and up to date
- kept for no longer than is necessary for the purpose(s) for which it was collected
- kept safe and secure, using appropriate technical or organisational measures to protect its integrity and confidentiality.

Rights of individuals

Under data protection law, you have rights including:

- **Your right of access** - You have the right to ask us for copies of your personal information.
- **Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- **Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.
- **Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- **Your right to object to processing** - You have the right to object to the processing of your personal information in certain circumstances.
- **Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are usually not required to pay any charge for exercising your rights. You can make a request verbally or in writing and we have one calendar month to respond to you.

Data Controller

Newry, Mourne and Down District Council is the data controller for the personal data it gathers from members of the public, internal staff, external contractors and other individuals who interact with us.

Newry, Mourne and Down District Council has a dedicated Data Protection Officer who you can contact by email at info@nmandd.org or in writing to:

Data Protection Officer
Newry, Mourne and Down District Council
Downshire Civic Centre
Ardglass Road
Downpatrick
Co. Down
BT30 6GQ

Lawful basis for processing personal data

We process personal data for specific purposes and these purposes will determine the lawful basis for the processing in accordance with Article 6 of the UK GDPR. The privacy statement for each service [\[Insert Link to landing page\]](#) explains which reason we have used for that service.

We may collect and use personal information where:

- (a) you, or your legal representative, have given consent, and this consent has not been withdrawn
- (b) you have entered into a contract with us
- (c) it is required by law, or we have a legal obligation to collect the information
- (d) it is necessary to protect someone in an emergency or to protect public health
- (e) it is necessary to perform our public tasks
- (f) it is necessary for the purposes of pursuing a recognised legitimate interest
- (g) it is necessary for the purpose of pursuing a legitimate interest

Consent

Consent, as defined in Article 4(11) of the UK GDPR must be:

- **Freely given:** Individuals must have a genuine choice and control over whether to give their consent.
- **Specific:** Consent must be given for a specific purpose, and authorities must clearly explain what the data will be used for.
- **Informed:** Individuals must be provided with all necessary information about the processing activities, including the purpose, data retention period, and their rights.
- **Unambiguous:** Consent must be given through a clear affirmative action, such as ticking a box or signing a form.

On occasion, we might need your consent as the sole legal basis for processing your personal data. In such cases, we'll make sure to request your consent when we collect your data. Typically, you'll be asked to sign or tick a box to indicate your consent, but this will only happen after we've given you a complete explanation and you fully understand what you are consenting to.

If you have provided us with your consent to use your personal information, you can withdraw your consent at any time by contacting us.

Recognised Legitimate Interests and Legitimate Interests

The recognised legitimate interest basis differs from the legitimate interests basis in that it does not require us to undertake an assessment before processing begins when it is necessary for specific recognised interests such as crime prevention, safeguarding vulnerable people, responding

to emergencies, safeguarding national security or assisting other bodies deliver public interest tasks that are sanctioned by law.

Special Category Personal Data

Sometimes it is necessary to process Special Category Personal Data, defined below (also known as sensitive personal data), and we may do so under Article 9 of the UK GDPR and Schedule 1 of the DPA 2018 where one or more of the following applies:

- it is necessary to perform our public tasks (which are in the substantial public interest)
- it is necessary to comply with employment, social security or social protection laws
- it is necessary for legal claims
- it is information which has already been made public by you
- it is in the public interest for public health reasons
- it is necessary for medical purposes
- it is necessary for archiving, statistical and research purposes
- the use of special category information about you is necessary to protect you or someone else in an emergency
- we have your explicit consent to use the particular special category information about you

In some limited circumstances we may also need to collect and use criminal history information about you. We may do so where:

- it is in the substantial public interest
- it is necessary for any legal claims
- it is necessary to protect you or someone else in an emergency
- it is information which is already in the public domain
- we have your explicit consent to use criminal history information about you

Where we use sensitive personal data for law enforcement purposes, we will only do this where it relates to a pressing social need, which cannot reasonably be achieved through less intrusive means. Such processing will only take place if either one of the law enforcement purposes set out in the DPA 2018 is satisfied, or you have given your consent

What information we collect:

The council will only collect personal, special category personal or criminal/law enforcement data where it is required to deliver a service or to meet a statutory requirement.

In general, the council collects the following types of personal data (dependent on the nature of the service(s) you are applying for or receiving). This list is not exhaustive, but provides a general guide:

- first name
- family name or surname
- address
- telephone numbers (mobile/landline)
- email address (personal/work)
- date of birth
- identification numbers, i.e. National Insurance number, driver's license number, passport number
- finance/bank/payment details

- employment history
- education i.e. qualifications, training records
- family details i.e., next of kin
- business activities
- licenses or permits
- lifestyle and social circumstances
- physical description, appearance and behaviour
- services received
- visual images i.e., photographs, CCTV

The council will also collect information which is not unique to you i.e., gender, postcode.

Special Category Personal Data we collect

Special category data is personal data which needs more protection because it is more sensitive and requires a higher level of protection. It is often information you would not want widely known and is very personal to you. This is likely to include anything that can reveal your:

- religious or philosophical beliefs
- race or ethnic origin
- physical or mental health
- trade union membership
- political opinions
- sexuality or sexual health
- genetic data
- biometric data (where used for identification purposes)

The law also requires us to take special care when handling information about criminal convictions and offences.

Why we collect your personal data

We collect personal, special category personal or criminal/law enforcement data to enable us to:

- manage the services we provide to you including improving quality and investigating any worries or complaints about those services
- promote the services we provide
- carry out corporate administration and all activities we are required to carry out as a data controller and public authority
- support internal financial and corporate functions by maintaining accounts and records
- support and manage employees
- ensure we meet our statutory obligations, including those related to health and safety and diversity and equal opportunities
- train, support and manage our staff
- planning new services
- registering and maintaining online customer accounts
- promote and market local tourism
- conduct public/health awareness campaigns
- respond to emergencies, major accidents or civil disasters
- provide leisure and cultural services

- carry out surveys and consultations
- carry out licensing and regulatory activities
- provide non-commercial activities i.e., refuse collections from residential properties
- manage Council facilities
- prosecute offences such as littering or food safety, and enforcement functions such as dog fouling or breach of planning regulation
- carry out law enforcement, including the detection and prevention of crime
- prevent and detect fraud and corruption in the use of public money
- carry out secondary purposes such as crime prevention and prosecution of including the use of CCTV
- make or defend legal claims and other legal purposes
- conduct committee meetings including virtual meetings
- manage archived records
- carry out any other purposes for us to perform our public functions, as long as this is necessary, lawful and appropriate in the circumstances

This list is not exhaustive but provides a general guide and each council service area may collect, share and store your information in a unique way in order to best deliver a service to you [Insert link to landing page].

How we collect your personal data

We get information about you from different sources and the following are an example of how we collect your personal data:

- when you apply for a job with us
- when you attend our premises for a specific purpose and provide your details
- face-to-face contact with officers who you interact with.
- through the submission of optional surveys and questionnaires
- registering births, deaths and marriages
- submitting planning and building control applications
- registering food and business premises with us
- licensing
- submitting feedback like complaints, compliments and comments
- submitting requests for information
- working in partnership with us
- emergency planning
- CCTV covering our property and land
- enforcement related action, including information recorded on body worn cameras and other recording devices [pending introduction of such action]

We collect data both directly, e.g. you have made a complaint to us, and indirectly, e.g. a NMD Be Active member gives your details as an emergency contact. You can find more details about how your personal data is collected in our [Insert link to landing page]

Our service areas may collect and use your information through consultation or surveys, in a way which is not covered by the relevant service privacy notice. If they do, they will notify you as part of the consultation or survey and will publish the associated privacy notice at [Consultations](#).

Personal data may be collected in a variety of ways, for example, through correspondence such as emails and letters, phone calls or completed forms. It may be held in paper and electronic format but, will always be managed in a safe and secure manner.

Some areas of our website require you to actively submit personal data in order for you to benefit from specific features, for example, email, online forms or online payments. You will be informed at each of these personal data collection points what data is required and what data is optional.

Some of this personal data may uniquely identify you, such as your name, address, email address, phone number, but we will only collect the personal data we need.

Personal data may be gathered without you actively providing it, through the use of various technologies and methods such as Internet Protocol (IP) addresses and cookies.

An IP address is a number assigned to your computer by your Internet Service Provider (ISP), so you can access the internet. We collect IP addresses for the purposes of system administration and to audit the use of our site. Each time you log onto our site and each time you request one of our pages, our server logs your IP address. Although we log your session, it will not normally link your IP address to anything that can enable us to identify you. However, we can and will use IP addresses to identify a user when we feel it is necessary to enforce compliance with our rules or terms of service or to protect our service, site, users or others.

Cookies

Like most websites we use 'cookies' to collect anonymous statistics about how people use the site, and to help us keep it relevant for the user. Please visit our [Cookie Policy](#) for more information.

How we use your personal data

We are the Data Controller for any personal information which we have collected, for example from online and paper correspondence or forms; by telephone, email, fax or in person; or when you visit the Council's website (i.e. your Internet Protocol (IP) address). This means that we collect the information and decide how it is used.

We use personal information to provide and manage services effectively. We do not share personal information unless it is necessary, lawful and appropriate to do so in the circumstances.

Sometimes you must, by law, give us personal information, such as information to register a birth, marriage or death. Not giving us this information can leave you at risk of a penalty, such as a fine or criminal proceedings.

In some cases you may be required to provide us with personal information under a contract.

The [privacy notice for each service](#) will clearly set out if there is any obligation on you to provide us with personal information.

We will always tell you why and how the information will be used. For some of our services, we need to collect personal information so we can get in touch with you or provide the service. Where we do not directly provide the service, we may need to pass your personal information onto the people who do. These providers must keep your details safe and secure, and only use them only for the request.

We take careful consideration to only collect and use personal information if we need it to deliver a service or meet a requirement. There will be instances where we will anonymise your data. For example, in a survey we may not need your contact details we'll only collect your survey responses.

We may need to use certain personal information about you to:

- provide council services to you, such as leisure centres
- promote and keep you informed about the services we provide
- carry out council functions, such as granting licenses for gambling, entertainments, etc.
- administer grants and funding
- prosecute offences such as littering or food safety, and enforcement functions such as dog fouling or breach of planning regulation
- carry out law enforcement, including crime and fraud prevention
- make or defend legal claims and other legal purposes
- keep track of spending on services and carry out money transactions including payments, grants and benefits
- manage our property
- check the quality of our services and to help with research and planning of new services, such as by consulting, informing and gauging your opinion
- carry out consultations and surveys
- train, support and manage our staff
- help investigate any worries or complaints you have about our services
- carry out secondary purposes such as crime prevention and prosecution of offenders including the use of CCTV
- ensure we meet our statutory obligations, including those to diversity and equal opportunities
- promote and market local tourism
- carry out corporate administration and all activities we are required to carry out as controller of personal data and as a public authority
- act in the event of emergencies or civil disasters
- carry out any other purposes in order for us to carry out our public functions, as long as this is necessary, lawful and appropriate in the circumstances
- allow the carrying out of technical maintenance, security and support of council ICT systems

What we ask of you

That you provide us with accurate and up to date personal data

That you inform us of any changes to your personal data

That you inform us of any error or inaccuracies

Who do we share your personal data with

We use a range of organisations to either store personal information or help deliver our services to you.

The following is a broad summary of the types of organisations your personal information may be shared with. You can find more detailed information on how and with who individual council services share personal information in the service specific privacy notices. [Insert link to landing page]

Internally

To provide appropriate, timely and effective services, we may share basic information about you such as your name or address between services within the council. This is so we can keep our

information on you as up to date as possible and so we can improve our services to you. However, we ensure that staff within the council can only access the information they need to do their job.

Partner organisations under Data Sharing Agreements or protocols

We have data sharing arrangements in place with local agencies and partner organisations, who we work with to provide certain services to you. Under data sharing arrangements, certain personal information is shared for a specific purpose. The agency or organisation receiving the information must only use that information to carry out that specific purpose and keep your data safe and secure.

For example, personal data may be shared between us and Department for Infrastructure in order to provide information on planning matters.

We may also sign up to or follow local or national protocols, such as the National Fraud Initiative, which requires us to share particular personal information in a certain way.

Third Parties:

Sometimes the law requires that we have to pass on your personal information to a third party. For example, personal information may be provided to the courts, either because the court has ordered such information to be provided, or because we require a court order to do something, such as enforcing a planning regulation or resolving a dispute over land ownership.

Even if not required to do so by law, we may also share your personal information where we feel that there is an overriding reason to do so. For all of these reasons the risk must be serious before we can override your right to privacy. This does not happen often, but we may share your information with a third party in order to:

- find and stop crime and fraud
- protect the public, our staff or other professionals against any serious risks including harm
- protect a child, for example where we suspect they may be subject to harm or abuse, or may be about to be subject to harm or abuse, their needs are not being met, or they are at risk in some other way
- protect adults who may be exposed to a risk of harm or who may need protecting from any form of harm or abuse, for example if they are confused or cannot understand what is happening and are unable to protect themselves or keep themselves safe

Third parties we may share personal information with include (but are not limited to):

- those who assist us in providing services, and who perform technical operations such as data storage
- families, guardians, carers, associates and representatives of the people whose personal data we are processing (including legal advisers and counsel)
- local and central government departments (such as Department for Communities, His Majesty's Revenues and Customs (HMRC))
- current, past and prospective employers
- educators and examining bodies
- healthcare, social and welfare organisations
- providers of goods and services
- financial organisations
- press and the media
- professional advisors and consultants
- professional bodies

- voluntary and charitable organisations
- religious organisations
- the National Fraud Agency
- ombudsman and regulatory authorities
- courts and tribunals
- enforcement agents
- police forces
- regulatory bodies
- customs and excise
- law enforcement and prosecuting authorities, including international law enforcement and examining bodies

We will not sell or give your personal information to a third party for marketing purposes unless we have your permission.

Automated decision making and profiling

'Automated decision making' is where decisions are made about you by a computer, without any human involvement. If any of our services carry out any automated decision making using your personal information, this will be explained in the service specific privacy notice.

'Risk profiling' is where decisions are made about you based on certain things in your personal information, e.g. your health conditions.

If we use your personal information to profile you to deliver the most appropriate service, we will tell you.

If you are worried about us using automated decision making or profiling, you can contact our Data Protection Officer who will be able to tell you how we are using your information.

Keeping your personal information

The majority of personal information is stored on systems in the UK. But there are some occasions where your information may leave the UK either in order to get to another organisation or if it's stored in a system outside of the EU.

We have additional protections on your information if it leaves the UK ranging from secure ways of transferring data to ensuring we have a robust contract in place with that third party. We will take all practical steps to make sure your personal information is not sent to a country that is not seen as 'safe' either by the UK or EU Governments.

If we need to send your information to an 'unsafe' location, we will always seek advice from the Information Commissioner first.

We will do what we can to make sure we hold records about you (on paper and electronically) in a secure way, and we will only make them available to those who have a right to see them. Examples of our security include:

Our IT systems are robustly tested and monitored to ensure they provide maximum security:

- Email filter
- Firewalls
- Anti-virus defence

- Patches
- System Back-ups
- Disaster Recovery

All security protocols and procedures are routinely monitored and enhanced to ensure data protection compliance.

Our [Retention and Disposal Schedule](#), approved by the Public Record Office Northern Ireland (PRONI) and ratified by the Northern Ireland Assembly, provides information on the legal, statutory or business rationale for retaining Council records including those holding personal data.

We may also retain personal data solely on the basis that you have provided your consent for this to happen. If you wish to withdraw your consent, you can do so and request we delete and destroy your data, by writing to the relevant department (if known) or directly to our Data Protection Officer asking for this to happen. Your personal data will be reviewed to establish if the law permits its deletion and destruction.

We will only hold your personal information for as long as needed and in line with legal requirements or industry guidelines and will be disposed of in a secure manner when no longer needed.

The storage time for personal information varies between our services. See how long each of our services store your information [\[Insert Link to landing page\]](#)

Children

Children have all the same basic rights as adults but merit additional specific protection. The council will abide by all the data protection principles when dealing with children.

If the Council has any reason to deal with children's personal data it will:

- design our processing with children in mind from the outset
 - always use age-appropriate language
 - make sure that Council processing is fair and complies with the data protection principles.
 - as a matter of good practice, use Data Protection Impact Assessments to help us assess and mitigate the risks to children.
 - consult with children as appropriate when designing our processing.
 - when relying on consent, make sure that the child understands what they are consenting to, and will not exploit any imbalance in power in the relationship between us.
- (Only children aged 13 or over are able to provide their own consent. If the Council is dealing with children under this age it will require consent from whoever holds parental responsibility for the child).*
- when relying on 'necessary for the performance of a contract', consider the child's competence to understand what they are agreeing to, and to enter into a contract.

Data Matching

We are required by law to protect the public funds we administer. We may share information provided for auditing, or administering public funds, or where undertaking a public function, in order to prevent and detect fraud.

The NI Audit Office is responsible for carrying out data matching exercises.

Data matching involves comparing computer records held by one body against other computer records held by the same or another body to see if they match. This is usually personal data.

Computerised data matching allows potentially fraudulent claims and payments to be identified. Where a match is found, it may indicate that there is an inconsistency, which requires further investigation. No assumption can be made as to whether there is fraud, error or other explanation until an investigation is carried out.

We participate in the National Fraud Initiative to assist in the prevention and detection of fraud. We are required to provide personal data to the Comptroller and Auditor General or his agent for data matching under legislative powers included in the Audit and Accountability (NI) Order 2003, articles 4A to 4H. The use of data in a data matching exercise does not require the consent of the individuals concerned under the DPA 2018 or the UK GDPR.

Data Protection Registration

As a Data Controller, we are registered with the Information Commissioner's Office (ICO). You may view our Data Protection Registration entry by searching for our registration number ZA057622 on the Information Commissioner's website www.ico.org.uk.

Monitoring of email

We may monitor your email and other online communications we receive (including members of staff). Any such monitoring will take place in accordance with the law. See Email Disclaimer for more information [Insert link]

Getting help

If you have any worries or questions about how your personal information is handled please contact our Data Protection Officer:

E: info@nmannd.org

T: 0330 137 4009

A: Data Protection Officer, Newry, Mourne and Down District Council, Downshire Civic Centre, Ardglass Road, Downpatrick BT30 6GQ

If you have any concerns about the way we use your personal information, we would ask you to come to us first for help. You do, however, have the right to complain to the Information Commissioner's Office (ICO). The ICO regulates compliance with the UK GDPR and DPA 2018 within the UK and may carry out an assessment, audit or investigation to establish whether we are compliant with the legislation.

You can contact the ICO:

E: casework@ico.org.uk / ni@ico.org.uk

Northern Ireland Office

T: 0303 123 1114

A: The Information Commissioner's Office – Northern Ireland, 10th Floor, Causeway Tower, 9 James Street South, Belfast, BT2 8DN

Head Office

T: 0303 123 1113 (local rate) or 01625 545 745 (national rate number)

A: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

W: ico.org.uk



Appendix 2 – Email Disclaimer

Email messages sent from users of Newry, Mourne and Down District Council's email systems have a legal disclaimer statement appended automatically.

Any opinions expressed in the email message you have received are those of the individual and not necessarily of Newry, Mourne and Down District Council or other organisations which are hosted on the Council's mail servers.

Unless encrypted, email messages passing over the internet are not secure and could be intercepted and read by someone else. Please bear this in mind when deciding what information to include in any email messages you intend to send to Newry, Mourne and Down District Council.

Confidentiality: Email messages and any file attachments sent by the Council may contain confidential or legally privileged information and are only intended for the addressee. If you are not the intended recipient or the person responsible for delivering the message to the intended recipient, any onward transmission of the email is strictly prohibited. If you have received the email in error, you should delete the message and any attachments immediately, including any backups and temporary files and notify the sender. If you believe a personal data breach has occurred, contact Council's Data Protection Officer on 0330 137 4000 or info@nmandd.org.

Monitoring: The Council automatically monitors both outgoing and incoming email communications. You should therefore be aware that if you send an email to a person within the Council it will be subject to monitoring for lawful business purposes and will be stored and disposed of in accordance with Council's [Retention and Disposal Schedule](#).

Security and Viruses: Although the Council virus scans incoming and outgoing emails (including file attachments) it cannot guarantee that the content of an email communication or any file attachment is virus free or has not been intercepted or amended as it passes over the internet. The onus is on the recipient to check the communication is virus-free. The Council accepts no responsibility for any damage caused by receiving emails from our email systems and/or hosted domains.

Access: As a public authority, the Council is subject to the provisions of the Freedom of Information Act 2000, Environmental Information Regulations 2004, Data Protection Act 2018 and UK General Data Protection Regulation. Under this legislation the Council may be required to disclose the content of an email (or a response to it) unless the information it contains is protected from disclosure under an exemption in the Act.

If you have any queries please contact info@nmandd.org



Appendix 3 – Current Privacy Notice

7 June 2018

Newry, Mourne and Down District Council delivers a wide range of services to the residents and businesses of Newry, Mourne and Down, and to those who visit our area. We are committed to delivering our services in a way in which your personal information is protected.

This Privacy Notice explains how we use information about you, how we protect your privacy in compliance with the Data Protection Act 2018 and the rights you have over your personal information.

Defining personal information?

Personal information can be anything that identifies and relates to a living person. It can include information that when put together with other information can then identify a person. For example, this could be your name and contact details.

'Special Category' personal information

Some information is classified as 'special category' and needs more protection due to its sensitivity. It's often information you would not want widely known and is very personal to you. This is likely to include anything that can reveal your:

- sexuality and sexual health
- religious or philosophical beliefs
- ethnicity
- physical or mental health
- trade union membership
- political opinion
- genetic/biometric data
- criminal history

Data Protection Principles

The Data Protection Act 2018 contains six principles to protect your personal information and to make sure that we:

1. process all personal information lawfully, fairly and in a transparent manner;
2. collect personal information for a specified, explicit and legitimate purpose;
3. ensure that the personal information processed is adequate, relevant and limited to the purposes for which it was collected;
4. ensure the personal information is accurate and up to date;
5. retain personal data for no longer than necessary for the purpose for which it is processed;



6. keep your personal information safe and secure and protect its integrity and confidentiality.

Why we need your personal information

We may need to use some information about you to:

- deliver services and support to you;
- manage those services we provide to you;
- train and manage the employment of our workers who deliver those services;
- help investigate any worries or complaints you have about our services;
- keep track of spending on services;
- obtain your views on the services we provide;
- inform you of other relevant Council services;
- for regulatory and law enforcement purposes;
- check the quality of services; and
- help with research and planning of new services.

How the law allows us to use your personal information

We process personal data for specific purposes and these purposes will determine the legal basis for the processing. The legal basis for processing by the council as a public authority will be one or more of the following, as contained within the Data Protection Act 2018:

1. Processing is based on the data subject's consent;
2. Processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.
3. Processing is necessary for compliance with a legal obligation to which we are subject.
4. Processing is necessary in order to protect the vital interests of the data subject or of another natural person.
5. Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in us.
6. Processing is necessary for the purposes of the legitimate interests pursued by us or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject, which require protection of personal data, in particular where the data subject is a child.



Consent

There may be occasions when consent is the only legal basis we have to process your personal data. When this occurs, we will endeavour to seek your consent at the time we gather your personal data. You will normally be asked to provide a signature or indicate consent by ticking a box but this will only be carried out after a full explanation has been provided and you are clear as to what you are consenting to.

Consent is a core principle of data protection law; it must be freely given, specific, informed and unambiguous indication of the data subject's wishes, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to the individual.

How we collect your personal information

The following are examples of how we collect your personal data:

- interactions with Council staff
- when you apply for a job with us
- when you attend our premises for a specific purpose and provide your details
- through the submission of questionnaires online or via mail
- submitting planning and building control applications
- registering births and marriages
- submitting complaints
- working in partnership with us
- emergency planning
- CCTV covering our property and land, and public spaces
- via enforcement action
- licensing
- from third party organisations, such as Invest NI.

The personal data may be held in paper and electronic format, and will always be managed in a safe and secure manner.

Some areas of our website require you to actively submit personal data in order for you to benefit from specific features, such as our range of online services, for example, email, online forms or online payments. You will be informed at each of these personal data collection points what data is required and what data is optional. Personal data may be gathered without you actively providing it, through the use of various technologies and methods such as Internet Protocol (IP) addresses and cookies. For further information please visit the Cookie Policy webpage on our website - <http://www.newrymournedown.org/cookie-policy>



We only use what we need

Where we can, we will only collect and use personal information if we need it to deliver a service or meet a requirement.

If we don't need personal information, we will not ask you for it. For example, in a survey we may not need your contact details and we will only collect your survey responses.

If we use your personal information for research and analysis, we will always keep you anonymous unless you've agreed that your personal information can be used for that research.

Information held on Council-owned electronic devices (including desktops, laptops, mobile phones and other electronic devices) may be subject to an information search in the course of processing a Subject Access Request or a request made under the Freedom of Information Act 2000 or Environmental Information Regulations 2004.

Information Sharing

We will not disclose your personal data to any external organisation or person unless we are satisfied that we have a legal basis to do so and proper measures are in place to protect the data from unlawful and unauthorised access.

However, we may be required to share your personal data with other internal council departments to ensure it can manage your issues or requirements appropriately.

We also work closely with Central and Local Government departments throughout Northern Ireland and Great Britain and may share personal data with these departments, including statutory and non-statutory organisations for various projects and initiatives. We may also share information with the Police Service of Northern Ireland, Her Majesty's Revenue and Customs and other law enforcement agencies for lawful purposes including the prevention and detection of crime and animal welfare, etc.

We may also use external organisations to carry out services on its behalf and this requires providing them with access to personal data. These organisations will act as data processors for us and they are legally obliged to keep your personal data secure and only process it under the specific direct instructions of us and in line with the Data Protection Act 2018. Where we have these arrangements in place we always seek to have an agreement in place to make sure the organisation complies with the Data Protection Act.

We will not supply your information to any other organisation for marketing purposes without your prior consent.



Data matching

We are required by law to protect the public funds we administer. We may share information provided for auditing, or administering public funds, or where undertaking a public function, in order to prevent and detect fraud.

The Northern Ireland Audit Office is responsible for carrying out data matching exercises.

Data matching involves comparing computer records held by one body against other computer records held by the same or another body to see if they match. This is usually personal data.

Computerised data matching allows potentially fraudulent claims and payments to be identified. Where a match is found, it may indicate that there is an inconsistency, which requires further investigation. No assumption can be made as to whether there is fraud, error or other explanation until an investigation is carried out.

We participate in the National Fraud Initiative to assist in the prevention and detection of fraud. We are required to provide personal data to the Comptroller and Auditor General or his agent for data matching under legislative powers included in the Audit and Accountability (NI) Order 2003, articles 4A to 4H.

The use of data in a data matching exercise does not require the consent of the individuals concerned under Data Protection legislation.

Storing and protecting your information

The majority of personal information is stored on systems in the UK. But there are some occasions where your information may leave the UK either in order to get to another organisation or if it's stored in a system outside of the EU.

We have additional protections on your information if it leaves the UK ranging from secure ways of transferring data to ensuring we have a robust contract in place with that third party.

We will take all practical steps to make sure your personal information is not sent to a country that is not seen as 'safe' either by the UK or EU Governments.

If we need to send your information to an 'unsafe' location, we will always seek advice from the Information Commissioner first.

We will do what we can to make sure we hold records about you (on paper and electronically) in a secure way, and we will only make them available to those who have a right to see them. Examples of our security include:



- Controlling access to systems and networks allows us to stop people who are not allowed to view your personal information from getting access to it;
- Encryption, meaning that information is hidden so that it cannot be read without special knowledge (such as a password). This is done with a secret code or what's called a 'cypher'. The hidden information is said to then be 'encrypted';
- Training for our staff allows us to make them aware of how to handle information and how and when to report when something goes wrong;
- Regular testing of our technology and ways of working including keeping up to date on the latest security updates (commonly called patches).

Retention of your personal information

There's often a legal reason for keeping your personal information for a set period of time and we try to include all of these in our Retention and Disposal Schedule, which has been approved by the Public Records Office of Northern Ireland and laid before the Northern Ireland Assembly in 2016.

Your information rights

The law gives you a number of rights to control what personal information is used by us and how it is used by us.

You can ask for access to the information we hold on you

We would normally expect to share what we record about you with you whenever we assess your needs or provide you with services.

However, you also have the right to ask for all the information we have about you and the services you receive from us. When we receive a request from you in writing, we must give you access to everything we've recorded about you.

However, we can't let you see any parts of your record which contain:

- Confidential information about other people; or
- Data a professional thinks will cause serious harm to your or someone else's physical or mental wellbeing; or
- If we think that giving you the information may stop us from preventing or detecting a crime

This applies to personal information that is in both paper and electronic records. If you ask us, we will also let others see your record (except if one of the points above applies).

If you can't ask for your records in writing, we will make sure there are other ways that you can.



If you wish to make a Subject Access Request or if you have any queries about access to your information please contact the Data Protection Officer via info@nmandd.org or 0300 013 2233.

You can ask to change information you think is inaccurate

You should let us know if you disagree with something written on your file.

We may not always be able to change or remove that information but we will correct factual inaccuracies and may include your comments in the record to show that you disagree with it.

You can ask to delete information (right to be forgotten)

In some circumstances you can ask for your personal information to be deleted, for example:

- Where your personal information is no longer needed for the reason why it was collected in the first place
- Where you have removed your consent for us to use your information (where there is no other legal reason us to use it)
- Where there is no legal reason for the use of your information
- Where deleting the information is a legal requirement

Where your personal information has been shared with others, we will do what we can to make sure those using your personal information comply with your request for erasure.

Please note that we can't delete your information where:

- we're required to have it by law
- it is used for freedom of expression
- it is used for public health purposes
- it is for, scientific or historical research, or statistical purposes where it would make information unusable
- it is necessary for legal claims

You can ask to limit what we use your personal data for

You have the right to ask us to restrict what we use your personal information for where:

- you have identified inaccurate information, and have told us of it
- where we have no legal reason to use that information but you want us to restrict what we use it for rather than erase the information altogether



When information is restricted it can't be used other than to securely store the data and with your consent to handle legal claims and protect others, or where it's for important public interests of the UK.

Where restriction of use has been granted, we will inform you before we carry on using your personal information.

You have the right to ask us to stop using your personal information for any council service. However, if this request is approved this may cause delays or prevent us delivering that service.

Where possible we will seek to comply with your request, but we may need to hold or use information because we are required to by law.

You can ask to have your information moved to another provider (data portability)

You have the right to ask for your personal information to be given back to you or another service provider of your choice in a commonly used format. This is called data portability.

However, this only applies if we're using your personal information with consent (not if we're required to by law) and if decisions were made by a computer and not a human being.

It's likely that data portability won't apply to most of the services you receive from the Council.

You can ask to have any computer made decisions explained to you, and details of how we may have 'risk profiled' you.

You have the right to question decisions made about you by a computer, unless it's required for any contract you have entered into, required by law, or you've consented to it.

You also have the right to object if you are being 'profiled'. Profiling is where decisions are made about you based on certain things in your personal information, e.g. your health conditions.

If and when Council uses your personal information to profile you, in order to deliver the most appropriate service to you, you will be informed.

If you have concerns regarding automated decision making, or profiling, please contact the Data Protection Officer who'll be able to advise you about how we using your information.

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



Comhairle Ceantair

an Iúir, Mhúrn agus an Dúin

Newry, Mourne and Down

District Council

37

Where can I get advice - ICO

If you have any worries or questions about how your personal information is handled please contact our Data Protection Officer at info@nmannd.org or by calling 0300 013 2233 or by writing to:

Data Protection Officer
Newry, Mourne and Down District Council
Downshire Civic Centre
Ardglass Road
Downpatrick
BT30 6GQ

For independent advice about data protection, privacy and data sharing issues, you can contact the Information Commissioner's Office (ICO) at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Tel: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number.

Alternatively, visit ico.org.uk or email casework@ico.org.uk.

Appendix 4 – Current Privacy Policy



Text Size: – + Reset



Residents

Business

Council

SEARCH Enter Keyword

Complaints Privacy Notice

Cookie Policy

Privacy Policy

ReachDeck Accessibility

Social Media Policy

Privacy Policy

Introduction

Newry, Mourne and Down District Council takes the confidentiality of personal data seriously and is protecting your privacy.

Our privacy statement explains how we collect, use and disclose information that you provide through our website.

When you use this site, you agree to the collection, use and disclosure of that information, in accordance with our privacy statement.

We are committed to fulfilling our responsibilities under the Data Protection Act 2018. We are a data controller and have taken appropriate steps to protect your privacy and information.

Information About Us And Our Website

This site is owned, managed and run by Newry, Mourne and Down District Council. Our address is:-

Newry, Mourne and Down District Council
Oifig Dhún Pádraig
Downpatrick Office
Downshire Civic Centre
Ardglass Road
BT30 6GQ

Oifig an Iúir
Newry Office
Monaghan Row
Newry
BT35 8DJ

Our privacy statement covers the [Newry, Mourne and Down District Council website](#) only.

To view the Council's Privacy Notice [Click here](#)

If you have any queries about the site, contact us at:-

Administration Department
Oifig Dhún Pádraig
Downpatrick Office
Downshire Civic Centre
Ardglass Road
BT30 6GQ
E: info@nmandd.org

Ways We Collect Information

Some areas of this site require you to actively submit information in order for you to benefit from its features, such as our range of online services, for example, online forms or online payments.

You will be informed at each of these information collection points what information is required and what information is optional.

Some of this information may be personal data (information that can be uniquely identified with your name, address, e-mail address, phone number).

We only collect such information when you choose to supply it to us and it is processed in accordance with the Data Protection Act 2018.

Information is also gathered without you actively providing it, through the use of various technological methods such as Internet Protocol (IP) addresses and cookies. These methods do not collect or store personal information.

IP Addresses

An IP address is a number assigned to your computer by your Internet Service Provider (ISP), so you can access the internet. We collect IP addresses for the purpose of system administration and to audit the use of the website.

Each time you log onto our site and each time your request one of our pages, our server logs your IP address.

Although we log your session with us, we will not normally link your IP address to anything that could identify you. However, we can and will use IP addresses to identify a user when we feel it is necessary for compliance with our rules or terms of service or to protect our service, site, users and other.

Cookies

A cookie is a piece of data stored locally on your computer and contains information about your access to our internet. On our website, we use cookies to track users' progress through the site, allowing us to make improvements based on usage data.

The information in a cookie does not contain personal data.

Once you close your browser, our access to the cookie terminates. You have the ability to accept or reject cookies.

Most web browsers automatically accept cookies, but you can usually modify your browser settings to reject cookies if you prefer. If you choose not to accept the cookie, this will not affect your access to the information available on our website.

However, you will not be able to make full use of our online services.

Monitoring Of E-mail

We may monitor your e-mail and other online communications with us (this includes any member of our staff). Such monitoring will take place in accordance with the law.

Statistics

We use log files generated by our web servers to analyse site usage and statistics but the files do not contain personal information.

Log file analysis helps us to understand usage patterns on our website and to make improvements to our website.

Disclosure Of Information

We may use information you provide through this site to improve the content, to customise the site to your preferences, for research, to communicate information to you or for marketing purposes, if you have given us permission to do so and for the purposes specified in this privacy statement.

We do not disclose any information you provide through the site to any other individuals or organisations (other than our staff), except where:

- such disclosures are necessary to fulfil our service obligations to you, in which case we will require you to agree to treat it in accordance with this privacy statement;
- required by applicable laws, courts orders or government regulations (for example to prevent crime);
- you give us permission to do so.

Access To Your Personal Information

We will take all reasonable steps in accordance with our legal obligations to update or correct your personal information in our possession that you submit through this site. You have a right to ask to see details of your personal information that we hold about you.

To do this, contact us at:-

Administration Department
Oifig Dhún Pádraig
Downpatrick Office
Downshire Civic Centre
Ardglass Road
Ardglass Road
BT30 6GQ
E: info@nmandd.org

Security

We have a legal duty to protect your privacy. We take all appropriate steps to protect any information you provide through our website, in accordance with legislation such as the Data Protection Act 2018.

We take care to protect your personal information as you transmit it from your computer to our site. We use secure technologies and encryption software to safeguard your data and operate strict security standards to prevent unauthorised access to it.

Where you use passwords, ID numbers, or other special access features on this site, you also have a duty to take reasonable steps to safeguard them.

Links To Other Websites

This site contains links and references to other websites. This privacy statement does not apply to those websites and we encourage you to read the privacy statement of every website you visit.

Notification Of Changes To Our Privacy Statement

We will post details of any changes to our privacy statement on this website to help make sure you are aware of the information we collect, how we use it, and in what circumstances, if any we share it with third parties.

This privacy statement was last updated in April 2010.

Privacy And Data Protection

Newry, Mourne and Down District Council is committed to fulfilling its responsibilities under the Data Protection Act 2018. It is a registered data controller and takes appropriate steps to protect your privacy and

ABOUT US	INFORMATION	CONTACT DETAILS	
Business	About Us	Oifig an Iúir	Oifig Dhùn Pádraig
Chief Executive	Chairperson's Office	Newry Office	Downpatrick Office
Community Planning	Your Councillors	Monaghan Row	Downshire Civic Centre
Contact Us	Meetings, Minutes And Agenda	Newry	Ardglass Road
Council Area	Planning	BT35 8DJ	BT30 6GQ
Equality	Procurement And Tenders	Council: 0330 137 4000	
Whats On And Events	Privacy Policy	Email: info@nmadd.org	
Jobs	Social Media Policy		
Staff Area	Cookie Policy	ReachDeck Accessibility	Web Design by ITS
Site Map	Key Service Telephone Numbers		

Appendix 5 – Cookie Policy



Comhairle Ceantair
an Iúir, Mhúrn
agus an Dúin

Newry, Mourne
and Down
District Council

Residents

Business

Council



Key Service
Telephone
Numbers



Text Size:   Reset

SEARCH

Complaints Privacy Notice

Cookie Policy

Privacy Policy

ReachDeck Accessibility

Social Media Policy

Cookie Policy

How we use your information

Like most websites, <http://www.newrymournedown.org> uses cookies. This privacy notice outlines what we expect when Newry, Mourne and Down District Council uses cookies. If you would like to know more about the EU Cookie Directive, please visit <https://gdpr.eu/cookies/>

What Are Cookies?

Cookies are small text files placed on your device when you visit a website. They are widely used to help websites work efficiently and to provide information to the site owners.

Visitors to our website

When someone visits <http://www.newrymournedown.org> we collect standard internet log data and details of visitor behaviour patterns using Google Analytics. We do this to find out things such as the number of visitors to our various parts of the site. We collect this information in a way which does not identify anyone. We do not make any attempt to find out the identities of those visiting our website. We will not associate any data gathered from this site with any personally identifying information from any source. If we do want to collect personally identifiable information through our website, we will be clear and honest about it. We will make it clear what we collect and how we use it and will explain what we intend to do with it.

Use of cookies by Newry, Mourne and Down District Council

We use cookies to enhance your browsing experience, analyse site traffic, and support our marketing activities. The cookies we use fall into the following categories:

- 1. Essential Cookies:** These cookies are necessary for the website to function correctly, enabling functionalities such as security, network management, and accessibility.
- 2. Analytical/Performance Cookies:** These cookies allow us to recognise and count the number of visitors and see how visitors move around our website. This helps us improve the way our website works.
- 3. Functionality Cookies:** These are used to recognise you when you return to our website. This enables us to personalise our content for you and remember your preferences.

Cookies We Use

Below is a list of cookies used on our website:

Cookie Subgroup	Cookie Name	Cookies Used	Purpose
Google Analytics	_ga	1st Party	Used to distinguish users for analytics.
Google Analytics	_gid	1st Party	Used to distinguish users for analytics.
Google Analytics	_gat	1st Party	Used to throttle request rate.
.newrymournedown.org	ASPSESSIONIDCCDDBIT, ASPSESSIONIDSATACSQQ	1st Party	These are session cookies used by our website (e.g. for Server Pages) to maintain a user's session across pages. They are temporary and are deleted when the browser closes.
.newrymournedown.org	UrlReferrer	1st Party	Stores the referring URL that the visitor came from. Typically used for internal traffic analysis and navigation improvements.
ReachDeck	rwebooks-x, rwebooks-y, _ba_plus, _ba_allow_secure, _ba_settings, _ba_touch	3rd Party	Browsealoud is a speech, reading and navigation aid that visitors can use to interact with the website. These cookies are used to remember Browsealoud user settings and preferences, with the exception of

Cookie Subgroup	Cookie Name	Cookies Used	Purpose
	_ba_launch_audio_alert		cookie, which is a Browsealoud script. Analytics cookie.
	_ba_trans_ok		
	_ba_sec_trans_ok		
	_baga		

Please note:

This cookie policy does not cover all cookies used by external sites that may be linked to this site or Social Network sites.

Managing Cookies

You can manage your cookie preferences through your browser settings. Most browsers allow you to accept cookies, delete existing cookies, and set preferences for certain websites. Please note that this may affect the functionality of our website.

Your cookie preference is remembered using localStorage. If you delete browser cookies but not local storage, your preference may still be retained.

Changes to This Policy

We may update this cookie policy from time to time to reflect changes in our practices or for other legal, or regulatory reasons. We encourage you to review this policy periodically to stay informed about our use of cookies.

Options for Opting out of Cookie usage

It is possible to opt out of having your anonymous browsing activity within websites recorded by analytics cookies. Newry, Mourne and Down District Council uses Google Analytics and you can opt out of this by clicking <http://tools.google.com/dlpage/gaoptout>. Please note that this will take you to the relevant website and generate a 'no thanks' cookie, which will stop any further cookies being set by those third parties.

Alternatively, you can configure your web browser to accept all cookies or to alert you each time a cookie is offered by a website. Most browsers automatically accept cookies. You can set your browser option to not receive cookies and you can also delete existing cookies from your browser. Most web browsers give you control of most cookies through the browser settings. To find out more about cookies, including how they have been set and how to manage and delete them, visit <http://www.allaboutcookies.org>.

You could also opt out of Google Analytics cookies by updating your preference below:

[Update Cookie Preferences](#)

ABOUT US	INFORMATION	CONTACT DETAILS	
Business	About Us	Oifig an Iúir	Oifig Dhún Pádraig
Chief Executive	Chairperson's Office	Newry Office	Downpatrick Office
Community Planning	Your Councillors	Monaghan Row	Downshire Civic Centre
Contact Us	Meetings, Minutes And Agenda	Newry	Ardglass Road
Council Area	Planning	BT35 8DJ	BT30 6GQ
Equality	Procurement And Tenders	Council: 0330 137 4000	
Whats On And Events	Privacy Policy	Email: info@nmadd.org	
Jobs	Social Media Policy		
Staff Area	Cookie Policy	ReachDeck Accessibility	Web Design by ITS
Site Map	Key Service Telephone Numbers		

Report to:	Strategy, Policy & Resources Committee
Date of Meeting:	14 August 2025
Subject:	110 th Anniversary of 10 th (Irish) Division's Actions on the Gallipoli Peninsula
Reporting Officer (Including Job Title):	Josephine Kelly, Director of Corporate Services
Contact Officer (Including Job Title):	Josephine Kelly, Director of Corporate Services

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	At the Council Meeting held on 7 July 2025, a request from Dalaradia Cultural & Historical Society was received to attend a commemoration from 13-18 October 2025 at a cost of approx. £1650 pp. The matter was discussed and the following was agreed: <i>"It was agreed on the proposal of Councillor Lewis, seconded by Councillor Reilly that officers examine a more economical and better value for money way to attend the commemoration of the 110th Anniversary of the 10th Division's actions on the Gallipoli Peninsula."</i>
2	Key Issues
2.1	Officers examined the cost of flights, accommodation and car hire with the following approximations: Flights from Dublin to Istanbul with Turkish Airlines = £250pp Accommodation in Canakkale = £125pp Car Hire from Istanbul Airport = £150 Total cost = £525
3.0	Recommendations
3.1	Members to decide whether to send representatives to commemorate the 110th Anniversary for the 10th Irish Division's actions on the Gallipoli Peninsula at the approximate costs outlined in paragraph 2.1.
4.0	Resource implications
4.1	Costs as outlined at 2.1 of the report

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 ☒
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i> Yes ☐ No ☒ If yes, please complete the following: The policy (strategy, policy initiative or practice and / or decision) has been equality screened ☐ The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation ☐
5.3	<i>Proposal initiating consultation</i> 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 ☐ Consultation period will be 12 weeks ☐ Consultation period will be less than 12 weeks (rationale to be provided) ☐ <i>Rationale:</i>
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 Yes ☐ No ☒ If yes, please complete the following: Rural Needs Impact Assessment completed ☐

7.0	Appendices
8.0	Background Documents

Report to:	Strategy Policy & Resources Committee
Date of Meeting:	Thursday 14th August 2025
Subject:	Revised Procurement Policy and update on the Procurement Act 2023
Reporting Officer (Including Job Title):	Josephine Kelly, Director of Corporate Services
Contact Officer (Including Job Title):	Caolain Boyd, Assistant Director of Capital Projects & Procurement

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

For decision	☒	For noting only	☐
---------------------	-------------------------------------	------------------------	--------------------------

1.0	Purpose and Background
	The purpose of this Report is to seek approval for a revised Procurement Policy. The previous version of the Procurement Policy was approved at the March 2025 SP&R Committee. The updated Policy (attached) has been updated with: - • Further updates for the requirements of the Procurement Act 2023 as well as reflecting changes in the NI Executive Public Procurement Policy as detailed below. • Revised Procurement Threshold Limits
2.0	Key issues
2.1	NMDDC Procurement Policy Attached is a copy of the revised Procurement Policy for consideration. The main changes since the last revision are as follows:-
2.2	NI Executive Public Procurement Policy The NI Executive Public Procurement Policy Statement was updated in June 2025. The updated NMDDC Policy reflects the four key principles as set out on pg 11 of:- ➤ Accessibility ➤ Efficiency & Effectiveness ➤ Social Value ➤ Transparency
2.3	Revision to Procurement Limits In addition to the legislation update, it is recommended that the Procurement Limits are updated. These limits determine the type of procurement activity that is to be undertaken and do <u>not</u> impact the approval to spend limits.
2.4	Revised Tender Limits The revised draft Policy has been updated with the revised Procurement limits now used by

Government Departments.

Finance Minister John O'Dowd on 12 March 2025 increased the following procurement control limits for firms involved in government contracts. The purpose behind the changes is that the limits are to reflect the impact of inflationary increases over the last number of years and to simplify processes for SMEs.

Key changes to the Procurement Limits are to :-

- Lower threshold - Increase in the lower threshold limit from **£5,000 to £10,000**. This is the level at which written quotations are sought.
- Higher threshold - Increase the Invitation to Tender limit from **£30,000 to £50,000**.

The Council has not increased its Procurement limits for a number of years either. It is recommended that the Council's limits are increased in line with other Government bodies.

Business Cases & approval to spend - Council limit of £30,000

It should be noted that the requirement to seek Council approval for expenditure to be incurred and the sealing of contract remains at **£30,000**. This limit has not changed as it is contained within legislation.

Low Value Orders

The current limit for Low Value Orders in Council is **£250**. The proposal is to increase the limit for Low Value Orders to **£500**. Low Value Orders are restricted to a limited number of Functions – for example the processing of orders for parts for stores.

Having undertaken an analysis of Low Value Orders, these are taking up much time of a Procurement Officer as they are processed in line with the DAC procedures. It is important that Procurement time is directed on a risk / prioritisation basis.

New Procurement Act 2023 – for procurements commenced after 24 February 2025.

The new Procurement Act 2023 went live on 24 February 2025.

Summary of key changes of the New Procurement Act 2023

Many of the changes impact the buyer side and will be managed centrally by Procurement. These include additional notice requirements, changes to the standstill period and evaluation reporting / award letters. These changes will be managed through our existing governance which includes processes, procedures, template forms, and training. Council Officers involved in procurement activity are being kept up to date of changes made.

Information on changes that impact bidders / suppliers will be provided on the Council's website and suppliers in due course.

The main change that bidders / suppliers will face is use of the Governments extended Find a Tender Service, named Central Digital Platform. New registration will be required for any bidder who wants to participate in an above threshold procurement exercise.

Pre-Market Engagement (PME)

The new Procurement Act places a greater emphasis on the transparency of PME undertaken by considering the purpose and subject of the engagement and not the type of communication or engagement. Informal PME could include any communication with a supplier if the purpose is related to an upcoming procurement exercise.

Conflicts of Interest

Another aspect of the Legislation with greater transparency requirements is the declaration of any conflicts.

New requirements now:

- broaden the assessment of potential conflicts to include "any interested parties that can influence a decision made by or on behalf of a Contracting Authority".
- broaden the consideration and management of conflicts across the entire contract lifecycle which includes taking up contract extensions and management of the contract.
- require published confirmation a conflicts assessment has been conducted at various stages of the procurement and contract lifecycle

Contract Management

Contract Management is devolved to each Department and is defined as the management of activity post contract award. It is an important phase of the procurement cycle in which a supplier delivers the required goods, services, or works as described in the specification and terms and conditions of contract.

Officers will follow updated guidance on contract management in the delivery of their contracts. Contract Owners will continue to oversee contract management across their Department or Service and Contract Managers will work with their suppliers to deliver contract outcomes including Social Value. The main change is related to the reporting on contract management activity.

The new legislation aims to embed further transparency requirements throughout the contract lifecycle. This includes specific reporting requirements during the contract management phase.

For Procurements "above threshold" per the legislation, the Council will be required to:

	• set and publish a minimum of three KPIs for such contracts • actively report on the management and achievement of any KPIs set and • publish details of poor performance that has not been rectified by a supplier The new Central Digital Platform will be used for the publication of these requirements. Training and updated contract management procedures have been provided for staff. For Procurements, Contracts or Frameworks commenced prior to 24 February 2025 To note that any Contract Notice published, or contract awarded prior to go live (24 February 2025) will continue to be managed under the Public Contracts Regulations 2015.
3.0	Recommendations
	Members are asked to: • To approve the updated Procurement Policy • To approve the revised Procurement Limits as detailed in the Policy • To note that the Council approval limits for expenditure have not changed and remain at £30,000. • Note the Legislative updates contained within the Report.
4.0	Resource implications
	Potential financial and resource implications will either be contained within the Estimates or as part of the Capital Plan
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 ☐
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i> Yes ☐ No ☐ If yes, please complete the following:

	The policy (strategy, policy initiative or practice and / or decision) has been equality screened ☐ The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation ☐
5.3	<i>Proposal initiating consultation</i> 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 ☐ Consultation period will be 12 weeks ☐ Consultation period will be less than 12 weeks (rationale to be provided) ☐ <i>Rationale:</i>
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 Yes ☐ No ☒ If yes, please complete the following: Rural Needs Impact Assessment completed ☐ If no, please complete the following: The policy / strategy / plan / public service is not influenced by rural needs ☐
7.0	Appendices
	Appendix A - Procurement Policy
8.0	Background Documents

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

Procurement Policy



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



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

Policy Control

Policy reference:	CS 26
Title of Policy:	Procurement Policy
Version:	2
Directorate / Departmental Ownership:	Corporate Services
Officer Responsible:	Director Corporate Services, Josephine Kelly
Policy Approval Process:	
SMT Authorisation:	
Strategy Policy and Resources Committee Authorisation:	
Date of Council Ratification:	
Policy Effective Date:	
Policy Review Date:	
Equality Screening and Rural Needs Impact Assessment Completed by:	
Equality Screening and Rural Needs Impact Assessment date:	
Location where document is held and referenced:	Responsible Department ☐ Corporate Policy repository ☐ Other: NMDDC Website

Contents

Abbreviations Commonly Found in Procurement 4

1. BACKGROUND & PURPOSE..... 7

1.1 What is Public Procurement?.....7

1.2 Mission Statement for NMDDC’s Procurement Policy8

1.3 Purpose, Application and Scope.....8

1.4 Procurement Act 2023 Objectives 10

1.5 Northern Ireland Public Procurement Policy 11

1.6 Managing Public Money 12

2. LEGISLATION & POLICY..... 13

2.1 Legal Context..... 13

2.2 Procurement Thresholds 13

2.3 Regulated Procurement (‘Above Threshold’) 14

2.4 Other Relevant Legislation When Procuring 15

2.5 Wider Procurement Policy Landscape 15

2.6 Ethical Procurement and Social Value 16

2.7 Expected Officer Behaviour & Conflicts of Interest 18

2.8 Assessing Suppliers 19

2.9 Procurement Approach 20

2.10 Related Policies 21

2.11 Complaints..... 21

Appendix 1 UK Threshold for Procurements 22

Appendix 2: NMDDC Procurement Procedures23/24

Abbreviations Commonly Found in Procurement

Abbreviation	Meaning
2023 Act	The Procurement Act 2023
2024 Regulations	The Procurement Regulations 2024
Associated Person	A person or entity that the supplier is relying on in order to satisfy the conditions of participation (other than a guarantor).
CAN	Contract Award Notice - the notice issued to Find a Tender Service to advertise intention to award a contract.
CDN	Contract Details Notice – the notice issued to Find a Tender Service to notify market the contract has been awarded
CoI	Conflict of Interest
Commercial Tool	A framework, dynamic purchasing system or dynamic market
Connected Person	An individual or entity: a. with significant influence or control over the supplier; b. which the supplier has significant influence or control over; and c. which have certain associations with the supplier Examples include majority shareholders, directors and shadow directors, parent and subsidiary companies, predecessor companies.
Contract manager	The Council's contract manager
Council	This Council – Newry, Mourne and Down District Council
Covered Procurement	A procurement to which the Procurement Act 2023 applies
CPD/DoF	Construction & Procurement Delivery (CPD) which provides a central procurement function for central government in Northern Ireland under DoF (Department of Finance)
CPV	Common Procurement Vocabulary

DAC	Direct Award Contract – also known as Single Tender Action
Debarment list	A central list of suppliers maintained by the UK Cabinet Office. Inclusion on the list means that the supplier's past behaviour or circumstances mean that it is not, or may not be, allowed to participate in covered procurements or be awarded public contracts for up to 5 years. If on the debarment list as an excluded supplier, a contracting authority must not award a contract to the supplier. If on the debarment list as an excludable supplier, a contracting authority may award a contract to the supplier.
DM	Dynamic Market – a commercial tool available under the 2023 Act
DPS	Dynamic Purchasing System – a commercial tool available under the PCR 2015
Excludable supplier	A supplier who has failed the discretionary exclusions set out in the Procurement Act 2023
Excluded supplier	A supplier who has failed the mandatory exclusions set out in the Procurement Act 2023
FTS	Find a Tender Service (where notices are published)
Implied term	A term which applies to a contract owing to the PCR 2015 or 2023 Act even if the term is not explicitly stated in the terms and conditions
ITT	Invitation to Tender
ITT Submission	Tender Return or formal offer from a supplier
KPI	Key Performance Indicator
Lead Officer	The person responsible for procuring and managing a contract. Typically this would be the Contract Manager
MAT	Most Advantageous Tender
NMDDC	Newry, Mourne and Down District Council
PCR 2015	Public Contract Regulations 2015 – as amended - http://www.legislation.gov.uk/ukxi/2015/102/contents/made
PO	Purchase Order

PPN	Procurement Policy Notes (PPNs) are the means by which the NI public sector is advised of procurement policy: http://www.dfpni.gov.uk/content - cpd - policy - _procurement guidance notes
PQQ	Pre-Qualification Questionnaire
RFQ	Request for Quotation
Tender notice	The notice published on Find a Tender Service to advertise a public contract
Transparency notice	The notice published on Find a Tender Service before making a direct award.
UK Threshold	The thresholds at which the 2023 Act apply to procurement.
VfM	Value for Money

1. BACKGROUND & PURPOSE

1.1 What is Public Procurement?

Public procurement refers to the process by which public authorities purchase goods, works or services from external providers that enable them to deliver the services for which they are responsible.

Public Procurement is defined as¹:

"The process of the acquisition, usually by means of a contractual arrangement after public competition, of goods, services, works and other supplies by the public service' and adopts 'Best Value for Money' as 'the most advantageous combination of cost, quality and sustainability to meet customer requirements.'"

As such, procurement is a critical function of government and accounts for a significant proportion of public spending. Given the resource implications, it is essential that procurement activity is well managed to secure the maximum possible value from this expenditure. The overriding procurement policy requirement is that all public procurement must be based on value for money, defined as "the most advantageous combination of cost, quality and sustainability to meet customer requirements".¹ This should be achieved through competition unless there are compelling reasons to the contrary.

For any procurement within scope of the Procurement Act 2023 (the 2023 Act), procurement "means the award, entry into and management of a contract"². The 2023 Act places additional obligations on the Council regarding conflicts of interest and contract management compared to the PCR 2015.

Procurement is also about making choices and a public authority's procurement activity provides a very clear signal of the organisation's values and how it wants to be seen now and in the future. At a strategic level, aligning procurement decision-making to the organisation's broader policy objectives means that the organisation's purchasing power can be leveraged to make a positive impact towards those goals, for example to achieve wider economic, environmental and social benefits.

¹ <https://www.finance-ni.gov.uk/sites/default/files/publications/dfp/Ni-public-procurement-policy.pdf>

² [Procurement Act 2023](#), section 1

1.2 Mission Statement for NMDDC's Procurement Policy

The overarching objective of Newry, Mourne and Down District Council's (NMDDC/the Council) procurement activities is to secure the most advantageous tender (MAT). The aim is to achieve a best value for money (VfM) outcome for the ratepayer whilst delivering on the key economic, environmental and social outcomes set out in the Council's Corporate Plan.

In the achievement of this overarching objective, Council's procurement activities must also:

- Demonstrate propriety and good practice
- Comply with legal requirements that apply to public procurement activities
- Meet the Social Value Criteria as approved by the Council.

1.3 Purpose, Application and Scope

The purpose of this Policy is to govern the method by which the Council procures the goods, works and services required to enable it to deliver its services effectively.

This document is designed therefore to assist Council Officers to determine the most appropriate method of procurement when purchasing goods, works and services. It details what the Council expects from its Officers in terms of behaviour, actions taken and processes to be followed. Acceptable procurement methods are set out in Appendix 2.

This Policy applies to all Council Officers involved in the execution of works, supply of products or provision of service contracts, where they are involved in a procurement process, whether as requisitioners, specifiers, purchasers or those who validate or authorise payment. This includes full-time and part-time employees on a substantive or fixed-term contract and associated persons such as agency staff, contractors and secondees. Consultants working on behalf of the Council who are involved in the procurement process must ensure they and their documentation comply with this Policy.

For covered procurements above the UK Threshold, this policy also applies to anyone internal or external to the Council who influences decisions relating to a covered procurement, including approving any stage of a procurement from business case to signing the final contract. This includes full-time and part-time employees on a substantive or fixed-term contract and associated persons such as agency staff, contractors and secondees as well as external advisors and consultants.

All those engaging in procurement activity shall be aware of, and comply with, this Policy and relevant and associated statutory and regulatory requirements, as detailed in section 2, when undertaking procurement activity.

This Policy **does not** apply to:

- A contract for the acquisition, by whatever means, of land, buildings or any other complete work, or of an interest in or right over any of them, or which concerns an interest in or right over any of them
- Certain legal services (for example, legal representation or advice by a lawyer in judicial proceedings before the courts or in situations where there is a high probability that judicial proceedings will result)
- A contract for the provision to a contracting authority of arbitration, mediation or conciliation services, or of any other similar services
- A contract for the provision or carrying out of certain investment services or activities, or of an ancillary service, in relation to a financial instrument by an investment firm or a qualifying credit institution
- Loans
- Employment contracts
- Civil defence and danger prevention services that are provided by non-profit organisations covered by section 20 in Schedule 2 of the Act
- A contract that is required to be awarded in accordance with the public service obligations regulations (as defined by section 136(11) of the Railways Act 1993)
- Public contracts known as vertical or horizontal arrangements between public sector entities that satisfy a range of conditions
- A contract for the provision of research and development services to a contracting authority, where (a) the services are intended by the authority to be for, or to result in, benefit to the public, and (b) the contract does not also provide for the provision of goods or works
- Statutory payments such as TV licensing, LPS rate payments, pension contributions
- Cost of attending training and development events
- Cost of study courses; attendance at conferences, exhibitions, seminars and workshops
- Officer's professional fees required as legal necessity to perform their duties
- Payments to individuals such as speaker fees; organist; medical reports
- Internal purchases (including petty cash)
- To Grants: refer to Managing Public Money Annex 5.1³

³ [Managing Public Money NI \(MPMNI\) | Department of Finance](#)

For a full list of exempted contracts and specific definitions of each exemption, please refer to Schedule 2 of the 2023 Act⁴.

1.4 Procurement Act 2023 Objectives

For procurements covered by the 2023 Act (covered procurements), the Council must have regard to the importance of

- (a) delivering value for money;
- (b) maximising public benefit;
- (c) sharing information for the purpose of allowing suppliers and others to understand the Council's procurement policies and decisions;
- (d) acting, and being seen to act, with integrity.

In carrying out a covered procurement, the Council must treat suppliers the same unless a difference between the suppliers justifies different treatment.

If the Council considers that different treatment is justified in a particular case, the Council must take all reasonable steps to ensure it does not put a supplier at an unfair advantage or disadvantage.

In carrying out a covered procurement, the Council must have regard to the fact that small and medium-sized enterprises may face particular barriers to participation, and consider whether such barriers can be removed or reduced.

In addition to these objectives, some general principles of law have emerged from the case law. The most important of these general principles of case law to be aware of in the procurement context are:

- **Equal treatment (non-discrimination/fairness):** Contracting Authorities are obliged to treat both potential and actual suppliers in the same way, without favour or prejudice. When specifying requirements avoid brand names and other references which would favour or eliminate particular providers, products or services and accept

⁴ [Procurement Act 2023](#) schedule 2

equivalence. Contracting Authorities must accept equivalent certificates or standards to those specified in tender documents.

- **Transparency (openness):** Advertising (appropriate to the size of the contract) is necessary to demonstrate transparency. Contracting Authorities must be upfront with Suppliers about the conditions for participation, clearly specified requirements, contract details, award criteria and the reasons why they were or (more importantly) were not successful.
- **Proportionality:** Contracting Authorities must ensure that tender requirements and procedures are both relevant to the contract being procured and proportionate to the contract.
- **Confidentiality:** Contracting Authorities are obliged to respect the confidentiality of the information received from suppliers during the procurement process, subject to the Freedom of Information Act and other legislation requiring disclosure of such information.

1.5 Northern Ireland Public Procurement Policy

The Northern Ireland Public Procurement Policy Statement⁵ sets out four principles to be considered in addition to the objectives set out in the 2023 Act. These are:

Accessibility: Government contracts will be accessible to Small and Medium Sized Enterprises, Micro Businesses and Social Enterprises

Efficiency and Effectiveness: We have a high performing, efficient and effective procurement function

Social Value: We will maximise social, economic and environmental outcomes through procurement spend and grant funding

Transparency: We will be transparent about our pipeline of procurement opportunities; how public money is being spent and how we are meeting the Executive's procurement policy requirements

⁵ [Public Procurement Policy Statement | Department of Finance](#)

1.6 Managing Public Money

Managing Public Money⁶ requires everyone working in public services in Northern Ireland to be aware of the need to manage and deploy public resources responsibly in the public interest.

This requirement is clearly very relevant when undertaking procurement activity which must be carried out:

- In the spirit of, as well as to the letter of, the law
- In the public interest
- To high ethical standards
- To achieve value for money.

⁶ <https://www.finance-ni.gov.uk/publications/managing-public-money-ni-mpmni>

2. LEGISLATION & POLICY

2.1 Legal Context

The Local Government Act (Northern Ireland) 1972 states a Council may enter contracts necessary for the discharge of any of its functions⁷. To enter contracts for the supply of goods, works and services, Local Authorities are subject to and must adhere to procurement related legislation.

The Procurement 2023 (the 2023 Act) and the Procurement Regulations 2024 (the Regulations) apply to all above threshold procurements from 24th February 2025.

The PCR 2015 will continue to apply to frameworks and contracts awarded under the PCR 2015 until the expiry of those frameworks and contracts.

2.2 Procurement Thresholds

The thresholds at which public procurement opportunities are subject to the full suite of UK regulations governing public contracts are revised every two years. This is to take account of currency fluctuations, and to ensure the UK complies with its obligations under the World Trade Organisation's Agreement on Government Procurement (GPA)⁸. The current applicable thresholds are provided in the attached

⁷ [Local Government Act \(Northern Ireland\) 1972 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/1972/18/section/1)

⁸ <https://www.gov.uk/government/publications/ppn-1123-new-thresholds/procurement-policy-note-1123-new-thresholds-html#background>

Appendix 1.

Officers must calculate the estimated value of a contract based on the total amount payable including VAT. For guidance on how to recalculate contract value for contracts below the UK Threshold, see paragraph 2.5 of PPN 04/21⁹.

2.3 Regulated Procurement ('Above Threshold')

2.3.1 UK Public Procurement Regulations - The Procurement Act 2023

All regulated procurements started **on or after 24 February 2025** are subject to the provisions of the 2023 Act and the Procurement Regulations 2024. The 2023 Act introduced new public procurement rules and several new notices and discontinued notices used under the PCR 2015.

A competitive tender procedure is formally commenced by publishing a tender notice. Prior to this, for above threshold procurements, the Council must publish a PME notice if any PME has been undertaken unless there are good reasons not to and such reasons must be set out in the tender notice.

2.3.2 UK Public Procurement Regulations - Prior to the Procurement Act 2023

The PCR 2015 and the Concession Contracts Regulations 2016 will continue to apply to any contracts or any framework agreement, dynamic purchasing system or qualification system (referred to as 'commercial tools') set up under that legislation and will continue to be managed until their end for whatever reason e.g. expiry, termination) in accordance with that legislation. Any dynamic purchasing system and qualification system established under the previous legislation must come to an end as set out when they were established, or by 23rd February 2029 (four years after the new regime comes into effect), whichever is earlier. Any contract awarded under such an arrangement will continue until it comes to an end and be managed in accordance with the previous legislation.

There will be a transition period during which contracting authorities may be able to award contracts under commercial tools set up under both regimes. Therefore, Council officers should ensure that any decision on which commercial tool is to be used and the associated rationale is fully documented before commencing the procurement.

⁹ [PPN 04/21 Procurement Control Limits | Department of Finance](#)

2.4 Other Relevant Legislation When Procuring

When conducting procurement exercises it is usual to assess whether the bidders can comply with relevant legislation. The types of legislation that are commonly relevant in a procurement exercise are:

- Health and Safety Regulations
- Environmental Regulations
- Employment Regulations

When setting legislative requirements, it is important to check with the relevant Council section that the requirements are appropriate.

2.5 Wider Procurement Policy Landscape

The Council carries out its procurement activities adhering to Council Policy and Procedures.

In Northern Ireland, the Procurement Board, chaired by the Finance Minister, is responsible for the Northern Ireland Public Procurement Policy (NIPPP).

Construction & Procurement Delivery (CPD) is a business area within the Department of Finance (DoF) in the Northern Ireland Civil Service and supports the Procurement Board, liaising with the Cabinet Office on legislative matters, helping in the development of new policies, and monitoring their implementation¹⁰.

CPD is responsible for disseminating advice and guidance on the policies on public procurement, determined by the Procurement Board, to the Northern Ireland Central Government and arms' length bodies and monitors their implementation. It does this through the production of Procurement Policy Notes and Toolkits, which are developed in consultation with its public sector stakeholders. Procurement Policy Notes and Toolkits are available on the [CPD Website](#).

Although the Council is not directly subject to Northern Ireland Public Procurement Policy, Council Officers are encouraged to refer to CPD procurement policy notes and toolkits to

¹⁰ <https://www.finance-ni.gov.uk/topics/procurement-policy-and-guidance>

assist them if they are looking for any further guidance when performing procurement exercises, especially if the project is funded through central government.

2.6 Ethical Procurement and Social Value

Responsible and ethical procurement encompasses both Social Value and Sustainability and recognises the Council's responsibility to procure value for money goods, services, works and utilities, whilst maximising social value, minimising environmental impacts and ensuring the ethical treatment of people throughout its supply chains.

2.6.1 Legislative Context

The Council conducts procurement activity in line with the objectives of the 2023 Act and best practice principles of transparency, non-discrimination, fair treatment, proportionality, value for money and the maximising public benefit when conducting procurements of any value.

The 2023 Act sets out the specific types of eligibility, conditions of participation and award criteria that may be used to assess suppliers to ensure suppliers are treated in a fair and transparent manner. Conditions of participation and award criteria must be linked to the subject matter of the contract. Assessing suppliers on criteria considered as non-commercial (i.e. not linked to the subject matter of the contract) is not permitted. Non-commercial considerations could include, for example, a supplier's political affiliation.

The Council recognises the following:

2.6.2 Social Value

Leveraging service and works contracts to protect and enhance the health and wellbeing of local people and the local environment, providing skills and employment opportunities and promoting the local economy.

- Protecting people and the environment by ensuring Health and Safety is an inherent part of the procurement process
- Promoting social inclusion, equality and community benefit by including work-related opportunities, employability and apprenticeships in relevant contracts
- Supporting local economic regeneration by paying the living wage and ensuring that supply chain opportunities are accessible to Small and Medium Enterprises, Social Enterprises and the Voluntary and Community Sector.

2.6.3 Environmental Sustainability

Minimising environmental impacts, promoting animal welfare and improving efficiency throughout the supply chains of all goods, services and works procured.

- Sourcing lower impact materials and methods and promoting sustainable food, farming and animal welfare
- Maximising resource efficiency by considering whole life costs and seeking to reduce waste
- Mitigating and adapting to climate change by ensuring energy efficiency and promoting renewable and carbon energy.

2.6.4 Ethical Sourcing

Ensuring that human rights and employment rights are protected throughout the Council's supply chains and encouraging responsible business practices within the procurement process.

- Ensuring human and labour rights
- Ensuring legal and fair employment practices
- Contracting with responsible businesses.

Responsible Procurement will be balanced and guided by use of available resources whilst achieving value for money and constantly seeking continuous improvement and will contribute towards the Council Values and Outcomes.

2.6.5 Ethical Procurement

Ethics refers to the use of recognised social principles that involve fairness throughout the business relationship and being ethical means following a behaviour perceived as fair by the business community and wider society.

Being ethical means treating suppliers in a just, fair, honest and fitting manner; preferential treatment is considered unethical. Council departments are in control of large budgets; hence it is important to set out:

- The legislative context in which we operate

- The expected behaviours for all Officers and how these are built into our processes
- What we expect from our suppliers and how we can assess that within our procurement exercises.

The Council expects high standards of ethical conduct from employees and its consultants and advisors involved in Procurement and from its suppliers. Procurement specialists are also expected to observe and comply with codes of conduct set out by the Chartered Institute of Procurement and Supply.

For procurement exercises conducted under the 2023 Act, the Council will act in accordance with applicable legislation and have regard to the importance of the 2023 Act's objectives (set out in section 1.5).

2.7 Expected Officer Behaviour & Conflicts of Interest

To embed this approach, anyone internal or external to the Council involved in any procurement activity or who influences decisions relating to a covered procurement must adhere to the principles of conduct and the standards of behaviour expected as detailed in the Council's Code of Conduct.

The Council must take all reasonable steps to identify, and keep under review from identification of need through to contract expiry, in relation to a covered procurement any:

- (a) Conflicts of interest, or
- (b) Potential conflicts of interest.

The Council must, for covered procurements, mitigate conflicts of interest and address circumstances which it considers are likely to cause a reasonable person to wrongly believe there to be a conflict or potential conflict of interest ('perceived conflict of interest').

For the purposes of covered procurements, the 2023 Act defines interest as "includes a personal, professional or financial interest and may be direct or indirect".¹¹

For the avoidance of doubt, for covered procurements, conflict of interest declarations will be required from anyone who:

¹¹ [Procurement Act 2023](#) Section 81(4)

- approves a business case relating to a procurement, specifications, tender documents, the award of a contract or signs the final contract
- engages with suppliers in order to shape the specification, tender documents or procurement process
- develops the specification or tender documents
- is directly involved in assessing suppliers' tender submissions
- influences or makes a decision related to a procurement
- manages a contract awarded under the 2023 Act or approves any material decision in relation to such a contract (such as exercising an option to extend or introduce a contract change)

2.8 Assessing Suppliers

The Council exercises due diligence in assessing suppliers' ethical practices and, for covered procurements, the ethical practices of suppliers' Connected Persons (CPs), Associated Persons (APs) and sub-contractors by the following means:

- Whether a supplier or their CPs, APs or intended sub-contractors are on the national debarment list
- Mandatory exclusion of suppliers or their CPs, APs and intended sub-contractors who have been convicted of offences including conspiracy, corruption, bribery, non-payment of taxes (following consideration of whether the circumstances are likely to recur and allowing a supplier to replace any excluded AP or intended sub-contractor)
- Discretionary consideration of excluding suppliers or their CPs, APs and intended sub-contractors who are guilty of violating labour laws, professional misconduct, being involved in distorting competition (following consideration of whether the circumstances are likely to recur and allowing a supplier to replace any excludable AP or intended sub-contractor)
- Confirmation that suppliers comply with Fair Employment and Treatment (Northern Ireland) Order 1998
- Confirmation that suppliers have not and will not take part in canvassing, soliciting or have any conflicts of interest
- Confirmation that suppliers comply with the requirements of the Modern Slavery Act 2015.

2.9 Procurement Approach

The Council adopts a hybrid approach whereby a central procurement function supports trained and competent staff within directorates. However, ultimate responsibility for procurement resides in the Council service area where the expenditure is being incurred.

Where appropriate, the use of Government Procurement Frameworks and other relevant frameworks will be explored. Collaborative procurement opportunities should also be considered where relevant.

For procurement over the UK thresholds as set out in

Appendix 1, as part of the Social Value considerations the Council will assess suppliers on policies relating to ethical procurement and fair treatment of their supply chains.

2.10 Related Policies

A non-exhaustive list of current policies that should also be reviewed in conjunction with this Policy is listed below:

- Code of Conduct for Local Government employees
- The Northern Ireland Local Government Code of Conduct for Councillors
- Anti-Fraud Policy
- Fraud Response Plan
- Gifts and Hospitality Policy
- Freedom of Information Policy
- Data Protection Policy
- Conflicts of Interest Policy
- Complaints Policy and Procedure.

2.11 Complaints

The Council is committed to the provision of high-quality services. Our Complaints Handling Procedure reflects the Council's commitment to valuing complaints. Occasionally, things can go wrong. When this happens, we will investigate all complaints received and advise you of the outcome. We will conduct thorough, impartial and fair investigations of customer complaints so that, where appropriate, we can make evidence-based decisions on each case. You may find the following guidance useful in submitting a complaint.

Complaint Handling Procedure – Guide for Complainants [here](#).

Appendix 1 UK Threshold for Procurements

UK Thresholds for Procurements (Effective 1 January 2024 and updated 14 January 2025) ¹²		
Public Contracts	Threshold inc. VAT (published threshold)	Threshold exc. VAT (for information)
Supplies & Services	£214,904	£179,087
Works and Concessions	£5,372,609	£4,477,174
Light Touch Contracts for Services	£663,540	£552,950

¹² [Guidance: Thresholds \(HTML\) - GOV.UK](#)

Appendix 2: NMDDC Procurement Procedures

NMDDC Procurement Thresholds		
Contract Value	Procurement Process	Approvals Required
Low Value Order £0.01 to £500 <u>Restricted to specific users</u>	Low Value Orders are a specific type of order limited to a few named designated users who require orders under £500 to be issued directly to the supplier. The Assistant Director of Finance and Performance determines the users who can avail of LVO use.	A cumulative value for the requirement over a typical three-year contract period to be calculated.
Value for Money £0.01 to £10,000	Council Officer must demonstrate ' Value for Money ' (VfM) has been achieved by providing evidence that 2 prices have been sought, where possible. For some specialist supplies or services there may only be one supplier in the market. If this is the case, sufficient justification for not seeking a second price check should be documented. If a Framework or Dynamic Purchasing Systems is used, follow the rules of the particular Framework or DPS.	Requisition approved by authoriser with an approval limit greater than or equal to the requisition value.
Request for Quotation (RfQ) £10,000 to £50,000	3 written quotations are sought, where this is possible. For some specialist supplies or services there may only be one supplier in the market. If this is the case, sufficient justification for not seeking a second price check should be documented. If a Framework or Dynamic Purchasing Systems is used, follow the rules of the particular Framework or DPS.	Approval to Commence Procurement Form completed by Officer and signed by authoriser with an approval limit greater than or equal to the RfQ contract value.
Invitation to Tender (ITT) £50,000 to UK Thresholds – Goods, Works and Services	'Invitation to Tender' (ITT) documentation completed by Council Officer and uploaded for approval by Officer's authoriser.	Appropriate business case template completed depending on value and signed by the Director.

	Once approved, documentation is transferred to Procurement for review. When documentation has been finalised between Officer and Procurement, ITT is uploaded and advertised on the Council's tender portal by Procurement. If a Framework or Dynamic Purchasing Systems is used, follow the rules of the particular Framework or DPS.	Business case brought to relevant Committee for consideration and approval. Committee's decision referred to full Council for approval.
Above UK Threshold Level	Invitation to Tender (ITT) documentation completed by Council Officer using the appropriate above-threshold tender document templates and uploaded for approval by Officer's authoriser. Once approved, documentation is referred to Procurement for review. When documentation has been finalised between Officer and Procurement, the ITT is advertised on a UK wide basis via eTendersNI and the 'Find a Tender' service (FTS). This route must be used to establish any new Frameworks or Dynamic Markets. If a Framework, Dynamic Purchasing Systems or Dynamic Market is used, follow the rules of the particular Framework, DPS or DM.	Appropriate business case template or economic appraisal completed depending on value and signed by the Director. Business case or Economic Appraisal brought to relevant Committee for consideration and approval. Committee's decision referred to full Council for approval.

For contracts below the UK Thresholds, follow the advice in PPN 04/21 paragraph 2.5 on how to recalculate contract value to exclude VAT.¹³

For details on how to conduct the appropriate procurement, refer to the Procurement Procedures.

¹³ [Master Copy PPN 04 21 - Procurement Control Limits.pdf](#)

Report to:	Strategy, Policy and Resources Committee
Date of Meeting:	14 August 2025
Subject:	Assessment of Performance 2024-25
Reporting Officer (Including Job Title):	Josephine Kelly –Director: Corporate Services
Contact Officer (Including Job Title):	Catherine Hughes – Acting Head of Performance and Improvement

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			Part 12 of the Local Government Act (NI) 2014 requires District Councils to put in place arrangements to secure continuous improvement in the exercise of their functions. Through the Act, the Council has a statutory requirement to produce and publish an Assessment of Performance before 30 September each year. The legislation states that the Assessment of Performance must outline the Council's progress in relation to the General Duty of Improvement, as well as planned improvements against the previous year's: • Performance improvement objectives • Statutory performance indicators and standards for economic development, planning and waste management • Self imposed performance indicators
2.0			Key issues
2.1			The Assessment of Performance 2024-25 is attached at Appendix 1 and therefore provides an overview of the: • Council's progress in meeting the General Duty of Improvement • Achieving the 'measures of success' within the Corporate Plan 2024-27 • Achieving the 'measures of success' within the Performance Improvement Plan 2024-25 • Meeting the statutory performance indicators and standards for economic development, planning and waste management Where possible, performance has been tracked against set targets, trends over time and compared with other local authorities across Northern Ireland. It should however be noted that comparisons with previous years should be considered within the context of the COVID-19 pandemic and the subsequent impact on Council service provision. Progress has also been aligned to the outcomes within the Community Plan for Newry, Mourne and Down and reported accordingly throughout the Assessment of Performance.
2.2			Each year, the Council produces the user friendly, accessible document 'Our Performance Looking Back Going Forward', which summarises the retrospective Assessment of Performance and forward-looking Performance Improvement Plan. This document is attached at Appendix 2.

2.3	There is a statutory requirement to publish the Assessment of Performance 2024-25 on the Council's website by 30 September 2025. The Assessment of Performance will form a key part of the Performance Audit and Assessment which is carried out by the NIAO, and focuses on the following six themes, using a compliance based approach: • General duty to improve • Improvement objectives • Consultation on improvement duties • The Improvement Plan • Collection of information relating to performance • Use and publication of performance information Through the Performance Audit and Assessment, the NIAO will determine how effective and robust the Council's performance management arrangements are, as well as the Council's likelihood to comply with the duty to make arrangements to secure continuous improvement in future years.
3.0	Recommendations
3.1	To consider and agree: • The Assessment of Performance 2024-25, including the summary document 'Our Performance Looking Back Going Forward'
4.0	Resource implications
4.1	The cost of the design of the summary document 'Our Performance Looking Back Going Forward' in both Irish and English is £840.00 and is funded through the existing Performance and Improvement budget.
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 ☒
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i> Yes ☐ No ☒ If yes, please complete the following: The policy (strategy, policy initiative or practice and / or decision) has been equality screened ☐

	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	☐
5.3	<i>Proposal initiating consultation</i> 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 Consultation period will be 12 weeks Consultation period will be less than 12 weeks (rationale to be provided) Rationale: Consultation not required.	☐
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 Yes ☐ No ☒ If yes, please complete the following: Rural Needs Impact Assessment completed	
7.0	Appendices	
	Appendix 1: Assessment of Performance 2024-25 Appendix 2: Our Performance Looking Back, Going Forward	
8.0	Background Documents	
	- Local Government Act (NI) 2014 (Part 12) - Performance Improvement Plan 2025-26 - Corporate Plan 2024-27	

Newry, Mourne and Down District Council

Assessment of Performance 2024-25



Contents

	Page
Overall Assessment of Performance	3
Introduction	4
Our District Our Organisation Our Performance	7
A Snapshot of 2024-25	8
General Duty of Improvement	10
All people in Newry, Mourne and Down enjoy good health and wellbeing	14
All people from Newry, Mourne and Down benefit from prosperous communities	22
All people in Newry, Mourne and Down benefit from a clean, quality and sustainable environment	44
All people in Newry, Mourne and Down live in respectful, safe and vibrant communities	56
Corporate Plan 2024-27: Self Imposed Performance Indicators	60
Appendix 1: Progress against the Proposals for Improvement	73
Appendix 2: The Golden Thread	83

Overall Assessment of Performance 2024-25

The Council has worked resolutely to deliver services for all across the district. Our residents and visitors continued to embrace the natural beauty of the District as we recorded nearly 160,000 cars at Kilbroney and Slieve Gullion Forest parks including over 180,000 pedestrian visits recorded at the Fairy Glen in 2024-25, with nearly 200,000 recorded visits to the Council's 10 community trails. We achieved 5 green flag and 3 blue flag accreditations for our beaches and parks, supported 100% of all community clean up requests and issued fixed penalty notices to address environmental crime.

We continued to progress and achieve a number of key priorities, including the implementation of the Belfast Region City Deal. Our Digital Programme of Investment will play a critical role in contributing to economic inclusion and sustainable growth, creating skills and employment for a digital future.

However, whilst much has been achieved, there is still more to do. We recognise where we need to improve and are committed to delivering further improvements. There has been a decrease in young people engaged in targeted health programmes, and longer processing times for local planning applications however the Council have achieved its statutory target for the processing of major planning applications in 2024-25. We will continue to focus on what matters most to you - improving the quality of our leisure facilities and services, contributing to growing the local economy, improving the cleanliness of our District and continuing to support recycling, improving our sustainability and reducing our impacts in relation to climate change, and improving the performance of our Planning Service.

As we look forward to 2025-26, we will continue to bring more opportunities as our ambition remains for Newry, Mourne and Down to be one of the best places to live, work, invest in and visit.

Introduction

Part 12 of the Local Government (NI) Act 2014 sets out a General Duty of Improvement for local government, whereby all District Councils must put in place arrangements to secure continuous improvement in the exercise of their functions. As part of the Act, District Councils are required to:

- Produce and publish an annual Performance Improvement Plan, setting out the performance improvement objectives, which should be aligned to the Community Plan. It should however be noted that, in response to the COVID-19 pandemic, Councils were not required to publish a Performance Improvement Plan 2020-21.
- Produce and publish an annual Assessment of Performance, outlining the arrangements to secure continuous improvement, demonstrating whether planned improvements have been achieved, analysing year on year performance trends and comparisons with the performance of other Councils, where possible.

The Assessment of Performance 2024-25 provides an overview of Newry, Mourne and Down District Council’s progress in delivering the following:

General Duty of Improvement

As set out in the Local Government (NI) Act 2014

Performance Improvement Objectives

Three of the five performance improvement objectives 2024-25 have been carried forward from 2023-24, as they remain relevant and meaningful, while two have been amended. The economy based objective has been amended to better reflect the link to the new draft corporate objective it supports, as well as the new economic programme ‘Go Succeed’ which is now in place. The environment objective has also been amended to include the promotion of recycling which is a priority of the Department and a key measure of success enabling the Council to use this Assessment of Performance to further establish a baseline and trends to monitor and report progress against the majority of the ‘measures of success’ which underpin the performance improvement objectives 2024-25.

1. We will support the health and wellbeing of local people by improving our leisure facilities and services

2. We will contribute to growing the economy by supporting local businesses and job creation

3. We will improve the cleanliness of our District by continuing to promote recycling and addressing littering, fly tipping and dog fouling incidents

4. We will improve our sustainability and reduce our impacts in relation to climate change

5. We will improve the processing times of planning applications and enforcement cases by implementing the Planning Service Improvement Programme

Statutory Performance Indicators and Standards

As set out in the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015:

- The number of jobs promoted through business start-up activity
- The average processing time of major planning applications
- The average processing time of local planning applications
- The percentage of planning enforcement cases processed within 39 weeks
- The percentage of household waste collected by District Councils that is sent for recycling (including waste prepared for reuse)
- The amount (tonnage) of biodegradable Local Authority Collected Municipal Waste that is landfilled
- The amount (tonnage) of Local Authority Collected Municipal Waste arisings

Self Imposed Performance Indicators

The Council has developed a baseline to monitor and report progress against the 'measures of success' which are set out in the Corporate Plan 2024-27.

Corporate Objective	Measure of Success
Support the continued growth and development of our local economy	Number of jobs created and businesses supported through Council programmes
	Number of jobs promoted through business start-up activity
	Amount of investment secured by Council
Improve the health and wellbeing of everyone in the District	Number of people participating in targeted health programmes
	Number of attendances at Council indoor leisure facilities
	Number of users of community trails
Protect and enhance our environment to secure a sustainable future	Level of street cleanliness across the District (Keep Northern Ireland Beautiful Street Cleanliness Index)
	Level of compliance with Sustainable Development Duty
	Percentage of waste recycled
	Percentage of EV charging points
Support regenerative forms of tourism opportunities which promote our culture, heritage and environment	Level of visitor spend
	Number of overnight stays
	Level of visitor satisfaction
	Number of visitors to Council's Arts Centres and Museums
Empowering communities to play an active part in civic life	Percentage of residents who agree that their local area is a place where people from different backgrounds get on well together
	Percentage of residents who agree that the Council consults with and listens to the views of local people

	Percentage of residents who feel they can have a say on how services are delivered in their local area
	Number of financial assistance projects funded
	Number of people accessing the Ethnic Minority Support Office Services
Develop and revitalise our district	Number of BRCD projects delivered
	Number of small settlement schemes delivered
	Number of new/upgraded public conveniences
Deliver sustainable services	Level of citizen satisfaction
	Compliance with the Duty of Improvement
	Number of users registered to Council corporate social media channels
	Number of visits to Council's corporate website
Represent the voice of the district with our partners	Compliance with the duty of Community Planning
	Percentage of residents who are satisfied with their local area as a place to live
	Number of training events provided to elected members

Where possible, progress in delivering the ‘measures of success’ within the Performance Improvement Plan 2024-25 and Corporate Plan 2024-27 has been aligned to the Community Plan, in order to demonstrate how the Council is contributing to the achievement of community planning outcomes. The golden thread that exists between the Community Plan, Corporate Plan 2024-27 and Performance Improvement Plan 2024-25 is highlighted further in Appendix 2.

All people in Newry, Mourne and Down enjoy good health and wellbeing	
All people in Newry, Mourne and Down benefit from prosperous communities	
All people in Newry, Mourne and Down benefit from a clean, quality and sustainable environment	

Progress has been tracked against targets, trends over time, and where possible, compared with the performance of local authorities across Northern Ireland, using the legend below. It should however be noted that comparisons with previous years should be considered within the context of the COVID-19 pandemic and the subsequent impact on Council service provision. The Assessment of Performance is instrumental in helping the Council to review progress and identify the key objectives and areas of improvement in the year ahead.

Legend

Status		Trend	
	Target or objective achieved / on track to be achieved		Performance has improved since the previous year
	Target or objective substantially achieved / likely to be achieved / subject to delay		Performance is similar to the previous year*
	Target or objective not achieved / unlikely to be achieved		Performance has declined since the previous year

*Where appropriate, a 10% variance when compared to the previous year’s performance has been applied.

Our District, Our Organisation, Our Performance



District

Population: 182,074
Households: 68,397
7 District Electoral Areas
41 Elected Members
1,000+ employees
88% of residents are satisfied with the Council



Community

Life expectancy:

Male: 78.9 years /
Female: 82.6 years

Age Profile:

0-15 years: 22% / 65+ years: 17%

87% of residents agree that their local area is a place where people from different backgrounds get on well together

100% of residents feel safe during the day, 78% of residents feel safe after dark

55 Neighbourhood Watch Schemes

18,407 food parcels delivered to vulnerable households

£12.3m awarded through the Financial Assistance Scheme since 2015



Tourism

In 2023:

Numbers of overnight stays 482,585

Level of visitor spend - £79,139,615

Three Areas of Outstanding Natural Beauty

5 'green flag' parks and 3 'blue flag' beaches



Health and Wellbeing

82% of residents feel they are in very good or good health

83% of residents are physically active at least once a week for 30mins

73.5% of customers are satisfied with the Council's six leisure facilities

200k recorded visits at community trails

Over 525,000 recorded visits to Kilbroney and Slieve Gullion Forest Parks for the last 9 months of 2023-24



Economy

Employment rate: 65.5%

9,515 VAT Registered Businesses

23.1% of the population aged 16 years and over have no qualifications

206 new jobs promoted through business start activity

231 businesses supported delivered through economic development programmes



Environment

Recycling is important to 91% of residents

Top perceived problem for residents: Dog mess and fouling

Recycling rate: 49.0%

185 community clean ups supported since 2020

Second lowest level of waste to landfill across all NI Councils



A snapshot of 2024-25:

Performance Improvement Objective	Progress	Status Trend
 We will support the health and wellbeing of local people by improving our leisure facilities and services	4% decrease in paid attendances at Council leisure centres	▽
	89% increase in the number of people participating in targeted health programmes	😊 △
	67% decrease in the number of young people participating in targeted youth health and wellbeing initiatives	😞 ▽
	1.3 % increase in the number of Council leisure centre memberships	😊 △
	4 capital leisure projects progressed	😊
	25% decrease in recorded visits to community trails	😞 ▽
 We will contribute to growing the economy by supporting local businesses and job creation	206 new jobs promoted through business start activity	😊 △
	12 new social enterprise businesses supported and 16 new social enterprise jobs created	😊 △
	175 new enterprises created as a result of support	😞 △
	221 existing businesses supported to progress growth and scaling ambitions	😊 ▽
	Several 'Make it Local' campaigns rolled out across the District	😊
 We will improve the cleanliness of our District by continuing to promote recycling and addressing littering, fly tipping	31 fixed penalty notices issued and 26 paid	😞 △
	100% of community clean up requests supported	😊
	Decrease in the rate of recycling, to 49.0%*	😞 ▶
	Second lowest levels of waste sent to landfill across all NI Councils	😊 △
	15 'Live Here, Love Here' environmental projects supported	△
	Anti-littering and responsible dog ownership campaigns rolled out	😊

and dog fouling incidents		
 We will improve our sustainability and reduce our impacts in relation to climate change	1 vehicle within the Council fleet that has an alternative fuel source	
	0 Council supported EV charging points installed	
	79% of Council fleet younger than 8 years.	 
	Biodiversity Strategy 2024-30 approved and launched	
	257 trees planted on Council managed estate	 
 We will improve the processing times of planning applications and enforcement cases by implementing the Planning Service Improvement Programme	The Council received the third highest number of planning applications across the 11 Councils.	
	The processing time for local planning applications increased from 33.7 weeks in 2023-24 to 45.2 weeks in 2024-25	 
	The processing time for major planning applications decreased from 154.8 weeks in 2023-24 to 29.6 weeks in 2024-25	 
	The number of planning applications in the system for 12 months or more increased from 352 by year end 2023-24 to 408 by year end 2024-25	 
	The number of enforcement cases in the system for 12 months or more decreased from 599 by year end 2023-24 to 574 by year end 2024-25	 

*The 2024-25 data in relation to the statutory performance indicators for waste management remains provisional, as the end of year validated data will not be published by DAERA until Q3 2025-26.

General Duty of Improvement

The Council recognises improvement to mean activity that enhances the sustainable quality of life and environment for ratepayers and communities. During 2024-25, the Council continued to strengthen and embed the arrangements it has put in place to secure continuous improvement in the exercise of functions, in order to improve the quality of life for all local communities.

Following the Performance Audit and Assessment 2024-25, the Local Government Auditor concluded that:

Improvement planning and publication of improvement information

An improvement audit and improvement assessment has been conducted and as a result she believes that Newry, Mourne and Down District Council (the Council) has discharged its performance improvement and reporting duties, including its assessment of performance for 2023-24 and its 2024-25 improvement plan, and has acted in accordance with the Guidance.

Improvement assessment

The Council is likely to discharge its duties in respect of Part 12 of the Act during 2024-25 and has demonstrated a track record of improvement.

Arrangements to secure continuous improvement

The Council's Business Planning and Performance Management Framework drives and provides assurance that community planning outcomes, corporate priorities and performance improvement objectives are being delivered. By demonstrating the alignment that exists between the Community Plan, Corporate Plan, Performance Improvement Plan, Directorate Business Plans, Service Plans and Individual Performance, the framework provides a mechanism to manage performance at all levels of the organisation, and ensure the necessary steps are taken to secure continuous improvement in the exercise of functions.

Over the past eight years, the Council has continued to implement and embed the Business Planning and Performance Management Framework:

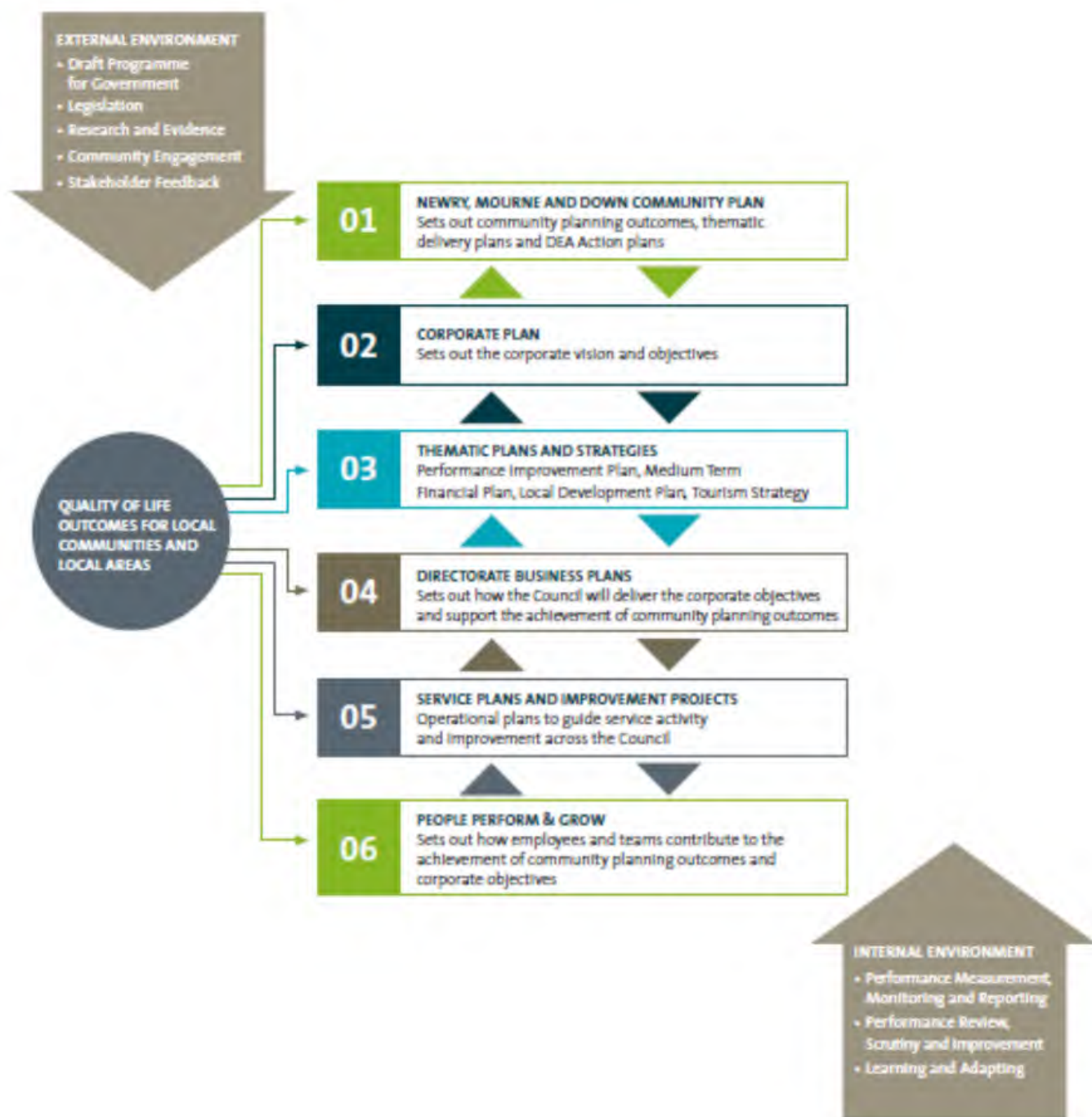
- The Council has developed and agreed integrated planning, monitoring and reporting cycles, which have been aligned to ensure everyone in the organisation is working towards shared objectives, with progress being monitored and reported on a regular basis. This integrated timeline of activity is outlined in the Business Planning and Performance Management Cycle.
- The governance arrangements at all levels of the Business Planning and Performance Management Framework continue to strengthen and embed, with the delivery of the Performance Improvement Plan and Directorate Business Plans being monitored and reported to the Committees of Council and the Senior Management Team on a bi-annual and annual basis.
- The Chief Executive organised a business planning day with senior and corporate management tiers in 2025 -26 to engage Directors and Assistant

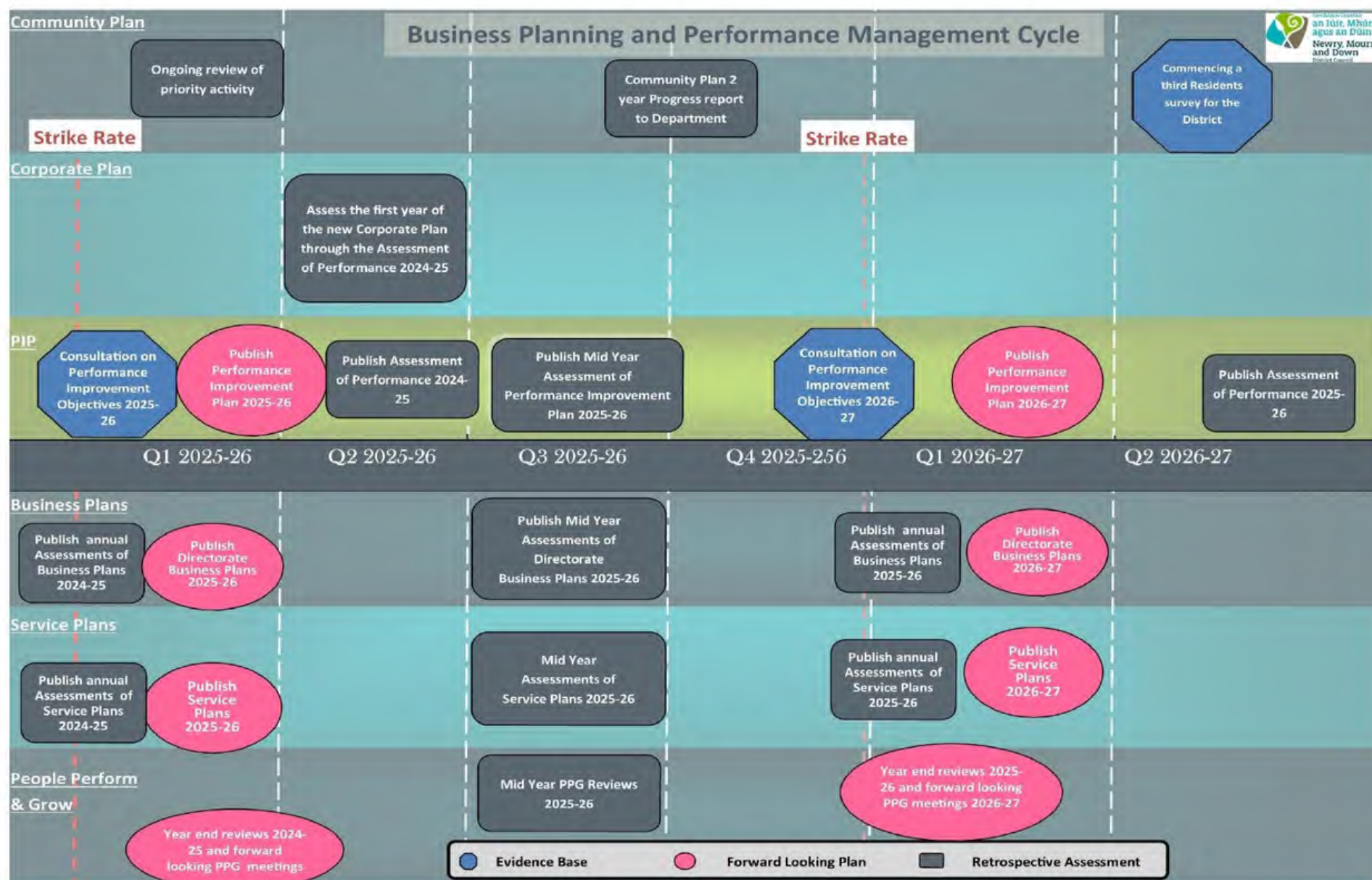
Directors in reviewing performance during 2024-25, setting direction in 2025-26 and communicating the objectives within the Corporate Plan.

- Similarly, a number of Directorates and departments also organised business and service planning sessions to engage officers in reviewing performance during 2024-25, setting direction for 2025-26 and communicating the objectives within the Corporate Plan.
- All departments produced Service Plans in 2024-25, outlining core operational activity and improvement activity which will support the achievement of the objectives within the Corporate Plan and Directorate Business Plans.
- Individual Performance has been progressed through the 'People Perform Grow' initiative, which seeks to link and align the contribution of employees with strategic objectives. All employees have now had an opportunity to participate in People Perform Grow and performance management arrangements have been introduced to support and monitor the effective implementation and roll-out of People Perform Grow across the organisation. The effective implementation of People Perform Grow is monitored through the Corporate Performance Dashboard.
- Through the Corporate Performance Dashboard, progress continues to be monitored and reported against a suite of 18 key performance indicators on a quarterly basis to the Senior and Corporate Management Teams. The performance indicators are aligned to both the Corporate Plan and Corporate Risk Register.
- The Council continues to secure greater alignment across the business planning, performance and risk management arrangements, with the Corporate Risk Register now being directly aligned to the Corporate Plan 2024-27 and Directorate Risk Registers being aligned to Directorate Business Plans.
- The Performance Improvement Plan demonstrates the Council's commitment to secure continuous improvement in the delivery of services, and the objectives seek to bring about improvement across the seven areas outlined in the Local Government Act (NI) 2014.
- The Council has also completed the second Residents Survey to identify and understand perceptions of the Council and the local area as a place to live. The findings from the survey build a robust and reliable evidence base to inform future Corporate Plans, PIP's and Directorate Business Plans ensuring the strategic direction of the organisation is focused on the needs and aspirations of residents.

Further information on the Council's arrangements to secure continuous improvement and progress in implementing the 'proposals for improvement', which have been put forward by the Northern Ireland Audit Office, is outlined in Appendix 1.

Business Planning and Performance Management Framework and Cycle







Community Planning Outcome

All people in Newry, Mourne and Down enjoy good health and wellbeing

Corporate Objective
 Improve the health and wellbeing of everyone in the district

Key Action	Status	Update
Principal Project: Progress Warrenpoint Health and Wellbeing Centre	Target Progress	Green ~ 1
	Notes:	1 Warrenpoint Health & Wellbeing Hub Project currently progressing through the planning process. Capital Budget for project delivery is included in Council's Capital Programme.
Continue to implement our Active Travel Masterplan	Target Progress	Green ~ 1
	Notes:	1 Council have been working with DFI on prioritising cycle routes and greenways. Council responded to DFI consultation on an Active Travel Plan for Northern Ireland. Newry to Carlingford Greenway was completed with a boardwalk link section at Victoria Lock. Funding was secured under DFIs Active Travel fund to develop infrastructure in Newcastle. Active travel links were also developed from Narrow Water Bridge into Warrenpoint.

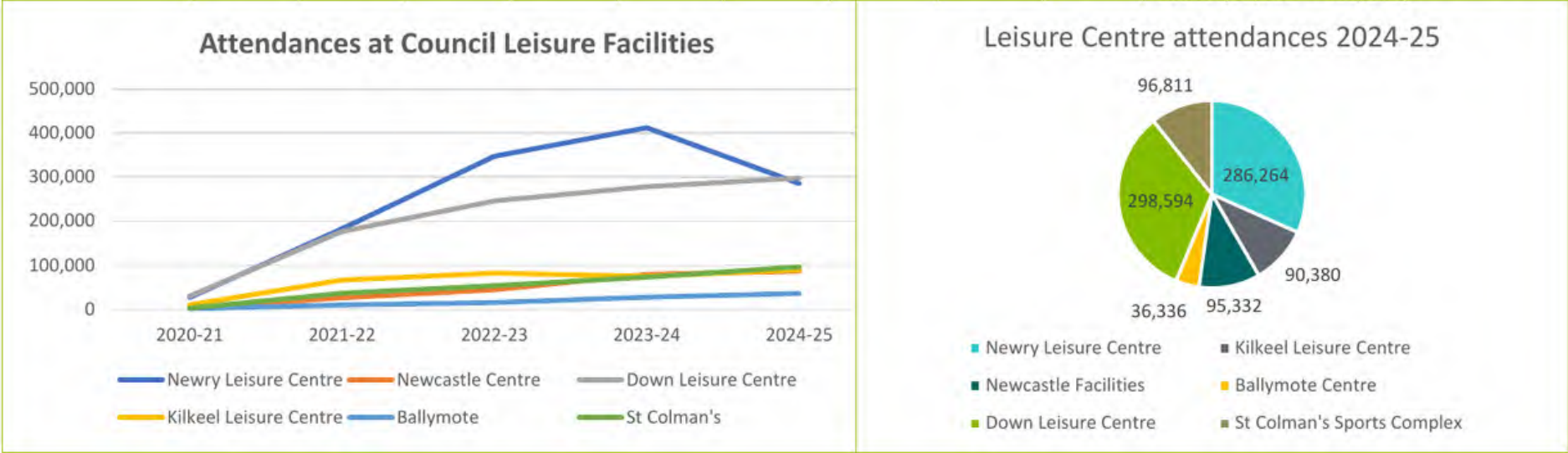
Continue to implement our Age Friendly Strategy 2021–2031		Target Progress Green ~ 1
	Notes:	1 The Age Friendly Strategic Alliance continued convening, ensuring the eight WHO age-friendly themes are embedded across council services and local partners The Older People's Forums (led by residents aged 50+ under the Alliance) have remained active, meeting monthly and contributing to strategic oversight and building older people's involvement in decision-making at a local level. The Age Friendly Coordinator maintained cross-sector liaison between council, public health, community and voluntary sectors Through the Be Active for Life and Be Active for Health programmes, the Council supported over 10,000 participants (including many older people) in low-to-moderate intensity physical activity, some via GP-referral (PARS) programmes helping manage chronic health conditions and mental wellbeing
Continue to implement our Sports Facilities Strategy		Target Progress Green ~ 1
	Notes:	1 We continue implementing the Sports Facilities Strategy and have made significant progress in 2024/25 across several key areas. Planning approval was secured for the upgrade of the pitch at Donard Park, enhancing provision for local clubs and schools. Dunleath Skateboard Park also received planning approval, supporting youth recreation and urban sport development. Financial assistance was awarded to multiple local sports clubs, enabling them to enhance their facilities and increase participation.
Continue to implement our Play Strategy		Target Progress Green ~ 1
	Notes:	1 We continue implementing the Play Strategy. We successfully delivered Year One of the Play Strategy Review in 2024/25. Five play parks were upgraded to a high play value standard, enhancing quality, accessibility, and inclusivity for local communities. A budget has also been secured and allocated for Years Two and Three, ensuring continued delivery and investment in play provision across the district in line with strategic priorities.

Continue to implement our Community Trails Development Plan		Target Progress Green ~ 1
	Notes:	1 We implemented the Community Trails Development Plan. Council have successfully completed all seven of the previously approved community trail builds across the district. Building on this success, we have now developed a prioritisation plan identifying future potential trail projects, ready for delivery once funding becomes available. We continue to monitor external funding opportunities regularly to support the ongoing implementation of this strategic plan.
Carry out initiatives to tackle health inequalities across the district		Target Progress Green ~ 1
	Notes:	1 Over the past year, the Health Improvement Team have been working to improve the health and wellbeing of everyone in our district through targeted initiatives aimed at reducing health inequalities. Our approach has focused on promoting and supporting the key public health messages and campaigns throughout the year by strengthening and maintaining opportunities for partnership working, training, signposting and raising awareness. By partnering with local organisations and key stakeholders both statutory and non-statutory, we ensured that support reached those most affected by socio-economic challenges with particular focus to the areas of multiple deprivation. The key emphasis of the initiatives carried out in 24/25 focussed on the following: Take 5 Approach to Wellbeing, Mental, Physical and Emotional Health, Suicide Prevention, Healthy Pregnancies, Drugs and Alcohol Awareness, Nutrition and Men's Health. . The Health Improvement Team also carried out 283 Home Safety Checks across the district in 24/25 providing information, advice and support to households in relation to safety and wellbeing.

Establish an Open Spaces Strategy		Target	
		Progress	Green
	Notes:	1 The LDP Open Space Strategy sets out the Council's approach to the protection, enhancement and management of open space in the district. The Council commissioned a review of existing open space as part of preparing the Plan Strategy. The review not only identifies existing facilities but highlights future needs in terms of the provision of quality open space, sport and outdoor recreational facilities in the council area. The review includes an audit of existing open space and provides a draft Open Space Strategy, which will require further consideration by Council	
Delivery of projects within the PeacePlus Action Plan addressing wellbeing, social prescribing and opening of shared spaces		Target	
		Progress	Green
	Notes:	1 Letter of offer received February 2025 for Euro 8,645,533 to enable full delivery against the Peace Plus Action for Theme 1.1 of the Peace Plus Programme. Pre contract phase for completion of Partnership agreements is underway.	

Measure of Success	2021-22		2022-23		2023-24		2024-25		Status Trend	Explanatory note
Number of people participating in targeted health programmes	Target	Actual	Target	Actual	Target	Actual	Target	Actual	 	There has been an increase of 89% in the number of people participating in targeted health programmes increasing from 10,805 in 2023-24 to 22,143 in 2024-25. This figure includes all health programmes and Be Active camps.
	-	322	1,950	9,309	9,400	10,805	20,000	20,421		
	Target	Actual	Target	Actual	Target	Actual				

Number of attendances at Council leisure facilities	-	447,095	-	803,517	-	954,912 (Paid Attendances: 768,842)	-	903,717 (Paid attendances: 737,439)	▶	There has been a decrease of 5.4% in the number of attendances at Council Leisure facilities between 2023-24 and 2024-25. The figure fell from 954,912 in 2023-24 to 903,717 in 2024-25. This decrease can be primarily attributed to the closure of Newry swimming pool that closed in February 2024 and only reopened in March 2025.
Number of users of community trails	Target	Actual	Target	Actual	Target	Actual	Target	Actual	☹️ ▽	Visitor numbers have been impacted by adverse weather events, including storms Darragh and Eowyn. There has however been a large increase in the numbers of users from 2020-21 of over 100% (96,563 – 196,333)
	-	211,718	120,000	225,795	225,000	263,364	265,000	196,333		





Performance Improvement Objective 1

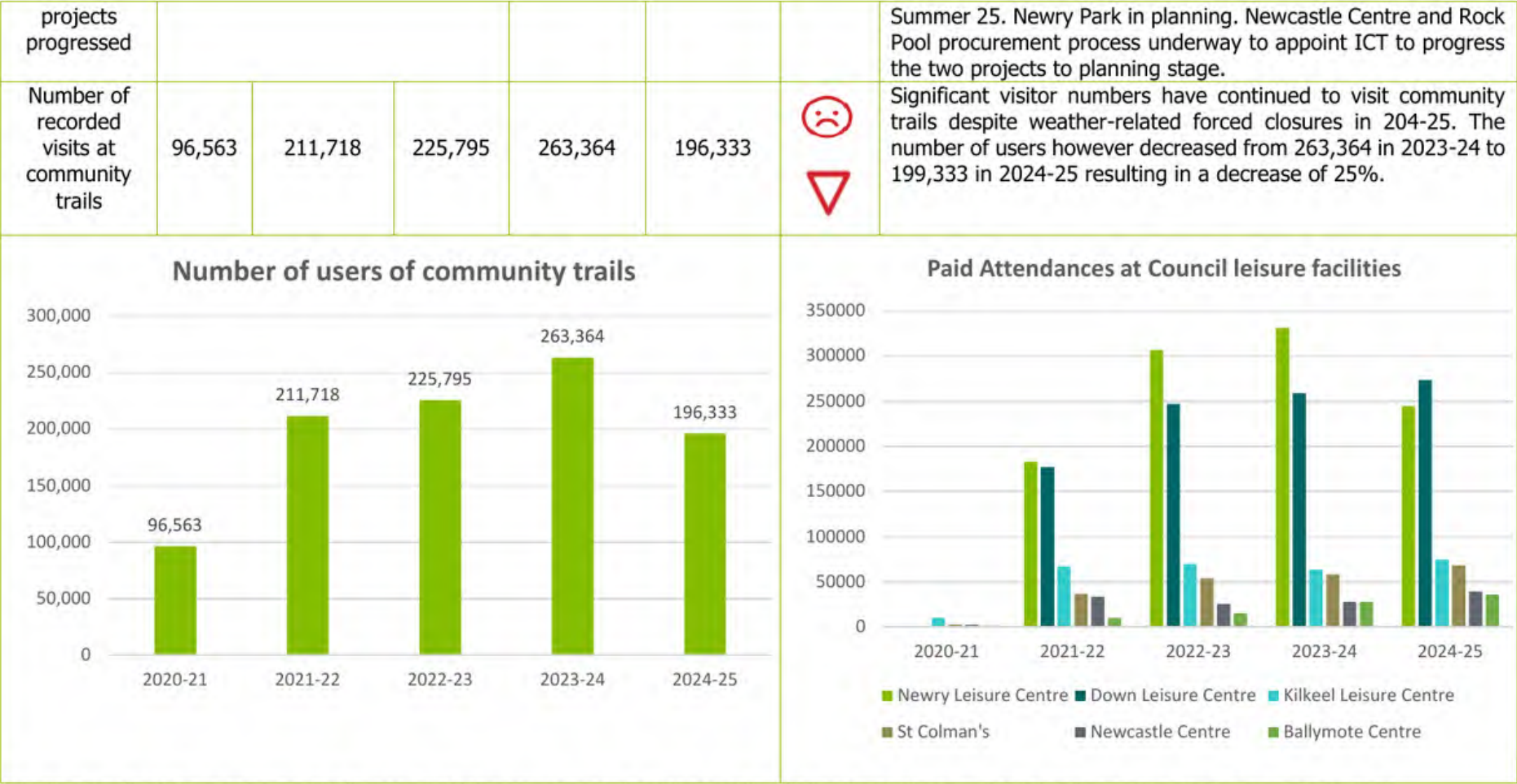
We will support the health and wellbeing of local people by improving our leisure facilities and services

Supporting action		Update
Increase the number of paid attendances at indoor leisure facilities	Target Progress	Amber 1
Notes:	1 Increase in all facilities apart from NLC due to pool closure. Even taking that into account, paid attendances were only 4% down year-on-year from 23/24 actual paid attendances (768,842 - 737,439) despite Newry Pool being closed, which demonstrates the significant growth across other AHC facilities	
Continue to deliver a range of targeted, sustainable health programmes to encourage participation in physical activity	Target Progress	Green 1
Notes:	1 There are a number of targeted health programmes ran in collaboration with our Community Planning Partners including PARS, cancer specific classes across the district and Local Voluntary Sports Clubs.	
Progress the leisure projects agreed within the Capital Programme	Target Progress	Green 1
Notes:	1 Donard Park MSH and Dunleath Urban Sports Park completed. Kilkeel being progressed for contractor appointment at end of Summer 25. Newry Park in planning. Newcastle Centre and Rock Pool procurement process underway to appoint ICT to progress the two projects to planning stage.	

Maintain the number of recorded visits to Community Trails.	Target Progress Red 1
Notes:	1 Significant visitor numbers have continued to visit community trails despite weather-related forced closures in 204-25. The number of users decreased from 263,364 in 2023-24 to 199,333 in 2024-25 resulting in a decrease of 25%.
Work towards Leisure-Safe Accreditation for all indoor leisure facilities	Target Progress Amber 1
Notes:	1 Leisure-Safe Accreditation was not achieved due to building standards non-compliance issues identified during initial assessments. Much improvement and progress has been made however through the Planned Maintenance Programmes that is being carried out by our Maintenance Section. Once addressed, the accreditation process will resume.

Measure of success	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-2025 Actual	Status Trend	Explanatory note
Number of paid attendances at:			698,864	768,842	737,439 (Target: 850,000)	 	Increase in all facilities apart from NLC due to pool closure. Even taking that into account, paid attendances were only 4% down year-on-year from 23/24 actual paid attendances (768,842 - 737,439) despite Newry Pool being closed, which demonstrates the significant growth across other AHC facilities
Newry Leisure Centre	27,253	183,224	306,802	331,546	244,929		The biggest increase was at the Newcastle Centre & Tropicana Outdoor Swimming complex which increased paid attendances by over 40%. This was followed by an increase of 29.5% at Ballymote Sports and Wellbeing Centre, 17.5% increase at Kilkeel Leisure Centre, 17.4% increase for paid attendance figures at St Colmans Sports Complex and a 5.5% increase at
Down Leisure Centre	30,199	177,496	227,156	259,473	273,783		
Kilkeel Leisure Centre	10,367	66,987	69,797	63,811	74,988		

St. Colmans Sports Complex	2,945	36,717	54,024	58,491	68,662		Down Leisure Centre. The capital redevelopment of Kilkeel Leisure Centre is currently progressing for delivery in 2025. Across all the leisure centres the total number of paid attendances totaled 737,439 in 2024-25. This is 13.2% below the target set of 850,000 for 2024-25.
Newcastle Centre & Tropicana Outdoor Swimming Complex	2,778	33,801	25,517	27,765	39,128		
Ballymote Sports and Wellbeing Centre	1,754	10,309	15,365	27,756	35,949		
Number of people participating in targeted health programmes	2,270*	322*	9,309	10,805	20,421 (Target: 20,000)	 	There has been an increase of 89% in the number of people participating in targeted health programmes increasing from 10,805 in 2023-24 to 22,143 in 2024-25, and exceeds the target set by over 2%.
Number of young people participating in targeted youth health and wellbeing initiatives	New Measure		19,365	17,226 (Target: 20,000)	5,721 (Target: 15,000)	 	During 2024-25 a total of 5,271 young people were recorded participating in targeted youth health and wellbeing initiatives. This is a decrease of 66.8% when compared to the figure recorded in 2023-24. This is also 61.9% below the target set for 2024-25. These targeted initiatives include sports camps and £1 swims across the summer period. This significant fall in numbers can be attributed to the closure of Newry Leisure Centre which could not offer the £1 swims during 2024-25.
Number of leisure centre memberships	New Measure		9,534	9,923 (Target: 9,750)	10,050 (Target: 10,000)	 	Between 2023-24 and 2024-25 the number of leisure centre memberships increased by 1.3% from 9,923 in 2023-24 to 10,050 whilst also exceeding the target set.
Number of capital leisure	New Measure			5	4		Donard Park MSH and Dunleath Urban Sports Park completed. Kilkeel being progressed for contractor appointment at end of



*The 'Be Active for Life' programme, which forms part of this measure, was only getting established when Covid-19 occurred and therefore participation rates were restricted.



Community Planning Outcome

All people in Newry, Mourne and Down benefit from prosperous communities

Corporate Objective

Support regenerative tourism opportunities which promote our culture, heritage and environment

Key action		Update	
Principal Project: Progress Newcastle tourism and recreation facilities		Target Progress	Green * 1
Notes:		1 Council was successful in an application to Department for Infrastructure for investment of £600k into the development of active travel routes, linking key facilities and visitor attractions with the wider infrastructure network.	

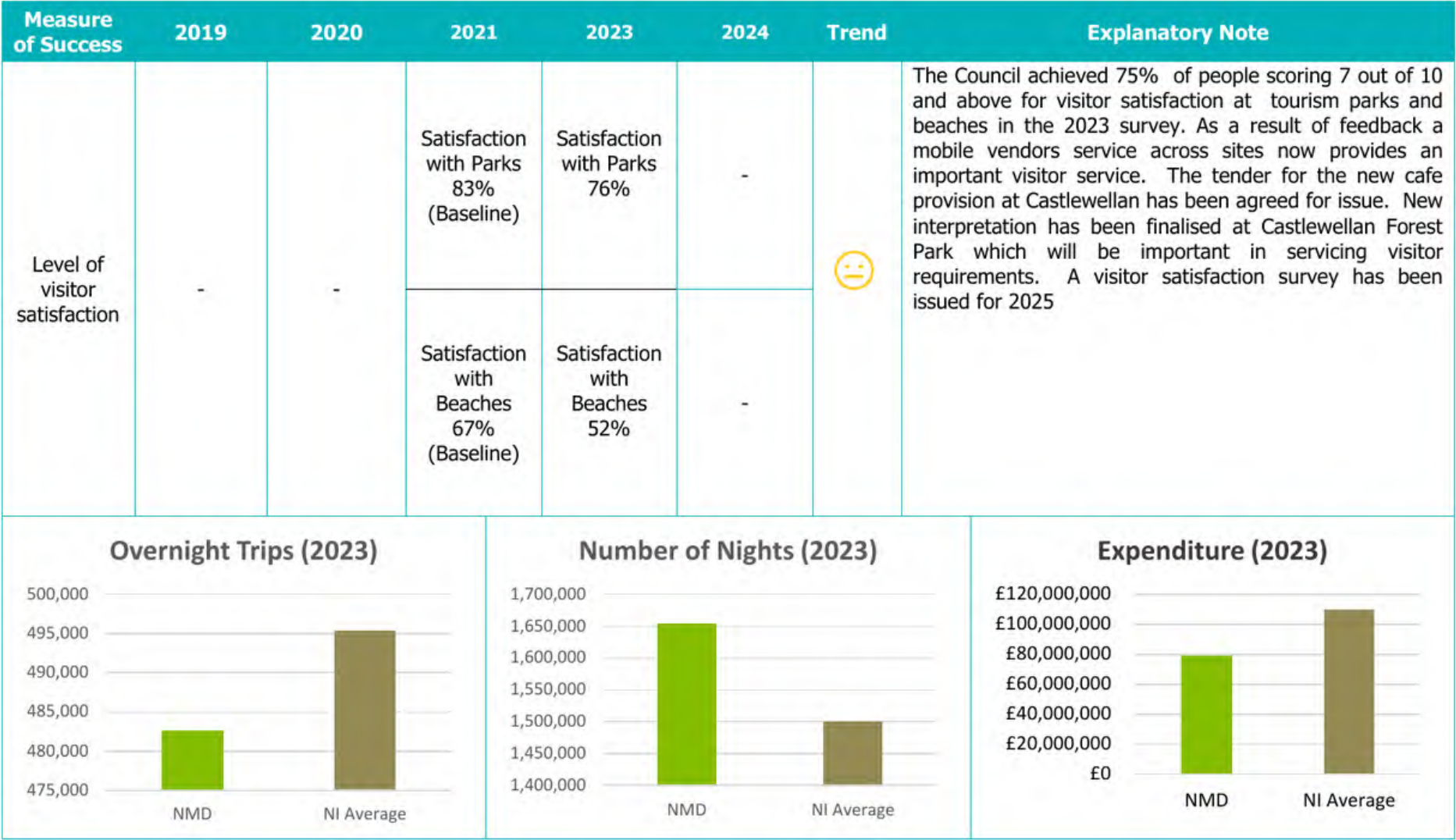
Deliver the Council's Tourism Strategy.		Target	To initiate progress on
		Progress	Green
Notes:		1 Progress has been made across the 5 key strategic priorities identified in the strategy which has included, comprehensive communications across on and off line platforms and continued investment in experience development. Emphasis on engaging with the local community on tourism within the District through a showcase event in being progressed for 25/26 and widespread engagement with key tourism partners through the Northern Ireland Tourism Alliance and meeting with Tourism Ireland and Tourism NI on a regular basis. Membership of Association of Visitor Experience & Attractions and attendance at workshop has presented important learning for the Destination. The development and agreement on a wide range of consumer and Business to Business shows will be important in maximising economic advantage as destination level. The collection of data across forest parks is ongoing and important in informing future developments. Prioritising investment in tourism related infrastructure is ongoing with business cases agreed and financial contribution agreed for investment in Delamont, Castlewellsan, Newry Canal and automated charged parking systems across all parks	

Develop the tourism proposition for the district and new visitor experiences with industry in line with Tourism Experience Brands.	Target Progress	Green
Notes:	1 Works have been ongoing with a new food tour, mindfulness experience and whiskey tasting experience. The experiences have been developed in line with guidance from TNI Brand Ambassador programme. Ongoing has been provided to existing experience to encourage programming of dates and advises around their digital presence and presentation of Experiences to relevant tour operators	
Continue to progress the Mourne Mountains Gateway Project as part of the BRCD investment programme, and other major tourism capital projects throughout the district.	Target Progress	Green
Notes:	1 Prioritising investment in tourism related infrastructure is ongoing with business cases agreed and financial contribution agreed. Completion of Fallows Walking Trail was launched, representing an investment of £1 Million into Kilbroney Forest park. Contract for Funding is in place for Mourne Mountain Gateway Programme. For this project - Outline Business Case is completed; Integrated Consultancy Team appointed, including appointment for a Gondola Consultant, enabling progression of stage 1 and stage 2 design.	

Implement the Mourne Gullion Strangford UNESCO Global Geopark Masterplan 2020–2023 and Business Plan 2021–2025.		Target Progress Green 1
	Notes:	1 Geopark management and promotion remain ongoing, with officers attending key meetings and supporting the Landscape Partnership legacy programme, including the Lúnasa Festival and partner projects. Implementation also includes the Management of three MPA Management Groups, implementing the actions from the two AONB Management Plans and reporting on implementation of MPA Management Plans.
Continue to deliver the Council's Arts, Culture & Heritage Strategy to grow our audiences, increase engagement and enhance our Arts, Museums and Events' offering.		Target Progress Green 1
	Notes:	1 Successful delivery of Giant Adventures events programme, schools engagement programme at the museums, and comprehensive Arts programme at Down Arts Centre.

Measure of Success	2017	2018	2019	2023	2024	Trend	Explanatory Note
Number of overnight stays	589,581	449,953	455,876	482,585	444,000	▶	There was a break in tourism statistics between 2020 and 2023 due to the unprecedented impact of the Covid-19 pandemic. While 2023 data shows in an increase in the number of overnight stays of 5.9% from 2019, NISRA has advised that the data wouldn't be directly comparable as there have been methodological changes in the surveys (including a change in source). Between 2023-24 and 2024-25 there was an 8% decrease in the number of overnight stays recorded in Newry, Mourne and Down. This decrease was experienced across the majority of Council areas, with a regional decrease in overnight stays of 14%. A key factor is likely to be COVID

							and in 2024 more people taking a foreign holiday as opposed to a staycation.
Level of visitor spend	£90,432,246	£69,345,336	£67,983,191	£79,139,615	£73,000,000	▶	There was a break in tourism statistics between 2020 and 2023 due to the unprecedented impact of the Covid-19 pandemic. While 2023 data shows in an increase in the level of visitor spend of 16.4% from 2019, NISRA has advised that the data wouldn't be directly comparable as there have been methodological changes in the surveys (including a change in source). Between 2023-34 and 2024-25 there was a 7.6% decrease in the level of visitor spend recorded in Newry, Mourne and Down. This decrease was experienced across the majority of Council areas, with a regional decrease in the level of visitor spend of 9.8%. A key factor is likely to be COVID and in 2024 more people taking a foreign holiday as opposed to a staycation.
Measure of Success	2020	2021	2022	2023	2024	Trend	Explanatory Note
Number of visitors to Council's Arts Centres and Museums	New measure				75,244	😊	Down Arts Centre : 25,544 Down County Museum: 14,500 Newry & Mourne Museum: 7,200 Newry Townhall: 17,000 Warrenpoint Townahl: 11,000



Corporate Objective

Support the continued growth and development of our local economy

Key action		Update	
Principal Project: Progress Belfast Region City Deal Projects including skills and innovation		Target Progress	Green + 1
Notes:		1 Contracts for Funding are in place for Council's two capital projects: Newry City Centre Regeneration and Mourne Mountain Gateway Programme. NCCR: Full Business Case has been developed, and approved through BRCD Executive Board. Planning application for capital build has been submitted; MMGP: Outline Business Case is completed; Integrated Consultancy Team appointed, including appointment for a Gondola Consultant, enabling progression of stage 1 and stage 2 design. Feasibility Study Completed for the Regional Innovation Hub.	

Implement a programme of support that will increase growth and investment for new and established businesses and social enterprises across the district.		Target Progress Green ~ 1
	Notes:	1 Council delivered Go Succeed in 24/25 to pre start ups, new entrants and existing businesses. 206 jobs created for 24/25 based on 0.6 return- 344 pre start, and early entry business clients received diagnostic & mentoring 396 Growth and and Scaling businesses received mentoring 191 Go Succeed grant applicants processed. Council issued an SLA to NMEA to support a Social Enterprise Programme which resulted in the start up of 12 social enterprises.
Through the Belfast Region City Deal (BRCD) partnership, and other programmes, implement a range of skills and employability initiatives that meets the needs of local economy		Target Progress Green ~ 1
	Notes:	1 The BRCD Skills and Employability Advisory Board have undertaken a range of skills assessments, to outline key skill requirements and action plan for delivery against, for key growth sectors across NI. Locally, Council have delivered investment through the Labour Market Partnership, with Total investment in 24/25 for LMP Skills and Employability initiatives - £723,494.00
Support the growth of new and existing businesses through the delivery of innovative and digital focused initiatives.		Target Progress Green ~ 1
	Notes:	1 The Digital Transformation Flexible Fund (DTFF) is a key programme delivered across all of Northern Ireland and is led by Newry, Mourne, and Down District Council. With a capital budget of £7.5 million, the DTFF programme stands out for its unique approach, spanning all City and Growth Deals in the region. It reflects a collective ambition between central and local governments to foster digitally-driven innovation that accelerates business growth and regional economic development. Three calls have been successfully completed, since its inception, the programme has received 987 expressions of interest (Calls 1-4). Invited over 439 eligible businesses to submit full applications. Received 263 grant applications from eligible businesses. Issued over 171 Grant Letters of Offer, totalling £2.5 million. The average grant amount has exceeded expectations, rising from £12.5k to £16.5k.

Through Dublin Belfast Economic Corridor (DBEC) and other cross-border linkages, maximise the district's location as a cross-border gateway to Great Britain, EU, Ireland and international markets.	Target	
	Progress	Green + 1
Notes:	1 NMDDC is the administrative lead Council on behalf of the DBEC Partnership (8 Councils & 2 Universities) and continues to provide a key role in progressing actions as per the DBEC Governance Structure, organising, servicing, and progressing actions from the DBEC Director, CEO, and Political Advisory Group Steering Group meeting. Key activities progressed including the launch of a new DBEC website, the delivery of a major DBEC Summit, launch of a new Investment Proposition for the region, enhanced DBEC brand development (printed and digital media), ongoing engagement with key stakeholder and progression of project development and funding bids.	
Continued growth of our area's infrastructure through a responsive planning system.	Target	
	Progress	Amber + 1

Measure of Success	2023-24		2024-25		Status Trend	Explanatory Note
Number of jobs created and businesses supported through Council programmes	Jobs created	Businesses supported	Jobs created	Businesses supported		Through the new NI 'Go Succeed' programme and the Social Economy programme 222 jobs were created with 231 businesses supported. This represents an increase of 113% in relation to the number of jobs created but a decrease of 36% in the number of business supported.
	104	363	222	231	 	
Number of jobs promoted through business start-up activity	Target	Actual	Target	Actual		During 2024-25, Newry, Mourne and Down promoted 206 jobs through business start-up activity. This is an increase of 129% when compared to the 2023-24 figure of 90. This figure also exceeds the target set of 173 for 2024-25 by 19.1%. The Council recorded the highest number of actual jobs promoted across all the Council areas, ranking it 1/11 across Northern Ireland.
	>155	90	173	206	 	

Amount of investment secured and distributed by the Council	Investment	2023-24	2024-25		
	Economic Development - Total Value of Funding Contracts Held:	£1.7m	£1.8m		<u>Economic Development Investment -</u> LMP £580,868.29 Multiply £156,075.39, Go Succeed £1,067,097
	Economic Development – Annual Spend:	£966,171	£775,283		Grants issued - DTFF - Issued 10 LoO £173,595 Go Succeed - Issued 192 LoO £601,688.17
	Regeneration – Total Value of Funding Contracts Held:	£10.8m	£3.5m		<u>Regeneration</u> UKSPF £942,457.00, DfC £30,000 - DRWG financial support DfC - £2,569,042 (Church Street & DeCourcy Place DfC - £20,000 Kilkeel Revit DfI £1m - Carlingford Lough Greenway NIEA - £296,883
	Regeneration – Annual Spend:	£5.495m	£3.5m		

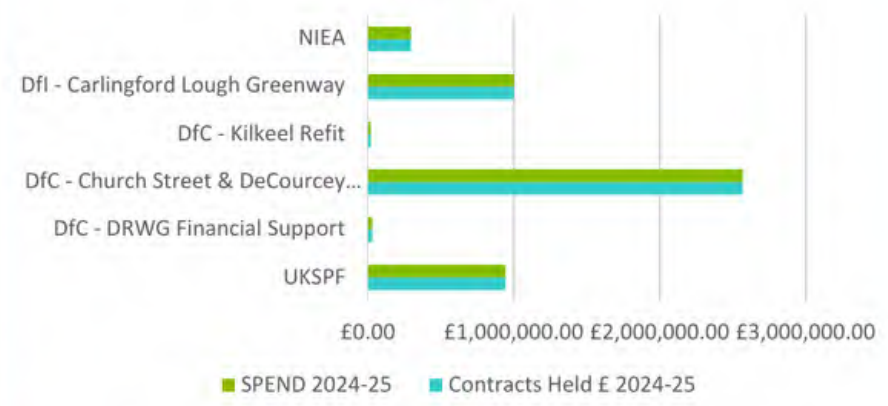
Economic Development - Investment secured and spent by Council



Number of new jobs promoted through the business start programme



Regeneration - Investment secured and spent by Council



Number of Jobs Promoted against Target 2024-25



Corporate Objective
Develop and revitalise our district

Key action	Status	Update
Principal Project: Newry City Centre Regeneration	Target Progress	Green * 1
	Notes:	1 Contract for Funding is in place for Newry City Centre Regeneration. NCCR: Full Business Case has been developed, and approved through BRCD Executive Board. Planning application for capital build has been submitted;
Principal Project: Progress Downpatrick Regeneration	Target Progress	Green * 1
	Notes:	1 PSNI Site – A multi-disciplinary team have been established to oversee the design brief which is due published by September 2025. Following this process, it is anticipated that a developer will be appointed early 2026. No. 39 Irish Street – The building has been demolished in line with HED regulations as it is a listed building. There is several out buildings which will now be looked at once the vegetation has been removed. The site will be included in the overall project of the PSNI site. Skate and Pump Park due to be completed in mid 2025. Church Street & DeCourcy Place Public Realm scheme, LoO has been received from Dept of Communities and NMDDC have also approved their funding contribution. Planning Permission has been granted and pre works by the utility provider. The Grove - This area has also benefited from UKSPF funding and has undergone an extensive transformation. The invasive species and overhanging branches have been removed, the historic trees have been pruned and made safe, graffiti removal, new street furniture installed, street lighting columns and railings re-painted and steps throughout the Grove have been refurbished.

Implement a Small Settlement regeneration scheme in partnership with Government Departments.	Target Progress	Green ~ 1
	Notes:	1 EI schemes were complete in Saintfield, Rostrevor, Bessbrook and Castlewellan. 7 Settlements received capital investment. Kilkeel Revit complete - treatment to derelict building and lower square Kilkeel. SSS closed in March 2025. DfC/DAERA/DfI are reviewing a funding stream for future regeneration projects. PPE to be finalised.
Implement regeneration initiatives across urban centres and develop forward work programme for future regeneration initiatives	Target Progress	Green ~ 1
	Notes:	1 Following completion of a feasibility study for Kilkeel, Preliminary works have begun on developing a scheme for Kilkeel lower square and riverside walk. Council completed a feasibility study on St Patrick's Avenue, Downpatrick for Street Scape Character Restoration and seeks external funding to implement the scheme. Council engages with DfC quarterly on a future work plan.

Progress the Belfast Region City Deal		Target Progress	Green * 1
	Notes:	1 Contracts for Funding are in place for Council's two capital projects: Newry City Centre Regeneration and Mourne Mountain Gateway Programme. NCCR: Full Business Case has been developed, and approved through BRCD Executive Board. Planning application for capital build has been submitted; MMGP: Outline Business Case is completed; Integrated Consultancy Team appointed, including appointment for a Gondola Consultant, enabling progression of stage 1 and stage 2 design. Feasibility Study Completed for the Regional Innovation Hub.	
Update existing masterplans and village plans in line with the emerging Local Development Plan.		Target Progress	Green * 1
	Notes:	1 Downpatrick Masterplan has been replaced with Living High Street action plan. SE Coast Masterplan (Newcastle, Kilkeel and Warrenpoint), Newry and Ballynahinch are reviewed bi annually. Village plans are a template for development and are reviewed.	
Implement our Public Convenience Strategy.		Target Progress	Green * 1
	Notes:	1 Newcastle Public Conveniences Project completed including installation of a changing places facility. Dundrum public conveniences project complete. Prioritisation of future public convenience projects was considered at S&E working group in December 2024, with an agreed template approved for condition surveys of public conveniences. This will determine capital priorities for refurbishment/replacement works.	

Measure of success	2023-24	2024-25	Status Trend	Explanatory Note
Number of BRCD projects delivered	Progress underway	Progress underway		Contracts for Funding are in place for Council's two capital projects which remain underway Newry City Centre Regeneration and Mourne Mountain Gateway Programme. NCCR: Full Business Case has been developed, and approved through BRCD Executive Board. Planning application for capital build has been submitted; MMGP: Outline Business Case is completed; Integrated Consultancy Team appointed, including appointment for a Gondola Consultant, enabling progression of stage 1 and stage 2 design. Feasibility Study Completed for the Regional Innovation Hub.
Number of small settlement schemes delivered	1 complete 4 onsite 1 received planning 1 in progress	4 complete		EI schemes were completed in Saintfield, Rostrevor, Bessbrook and Castlewellan. 7 Settlements received capital investment.
Number of new/upgraded public conveniences	New measure	4		4No public convenience facilities were replaced or refurbished in 2024/25: • Downs Rd Newcastle • Central Promenade Newcastle • Donard Park, Newcastle • Dundrum Bay

Performance Improvement Objective 2

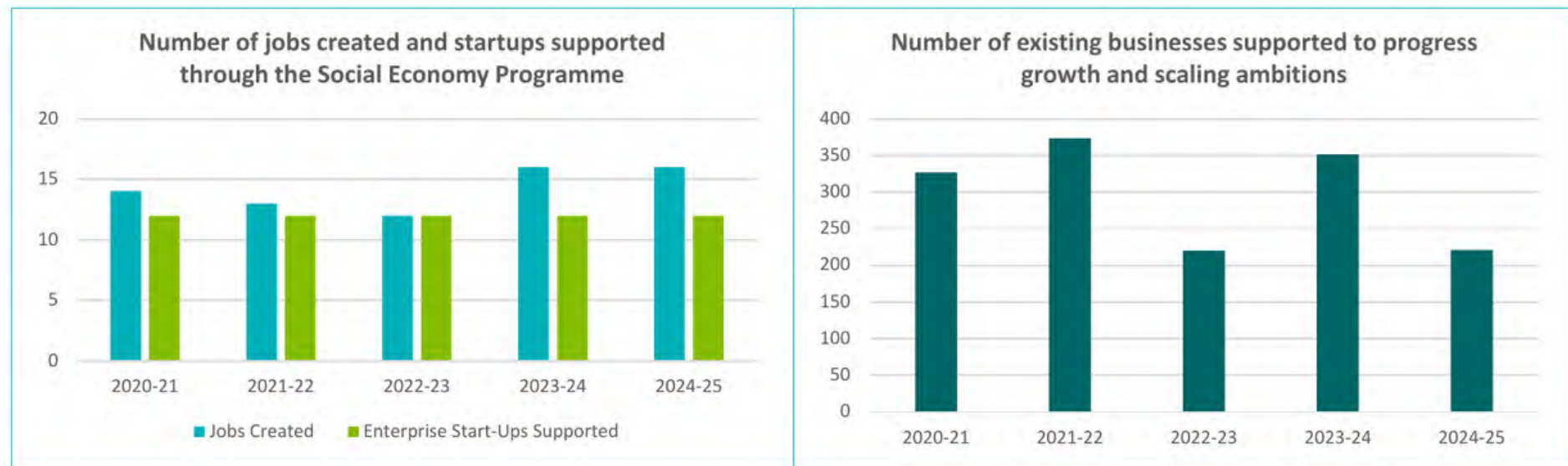
We will contribute to growing the economy by supporting local businesses and job creation

Key action	Status	Update
Invest in the social economy through the Social Enterprise programme and 'Go Succeed'	Target Progress	Green * 1
	Notes:	1 The Council achieved all targets set through the Social Economy programme, supporting the creation of 12 new start-up businesses, delivering 190 mentoring days, assisting 50 people to gain increased skills for entering employment, creating 30 new volunteering jobs, 16 people securing employment and 16 new jobs created (8 FT 8 PT).
Engage individuals in pre-start activity	Target Progress	Green * 1
	Notes:	1 Go Succeed Delivery completed by March including entrepreneurial support service, Community outreach engagement, Diagnostics Mentoring Masterclasses, Grants Peer to Peer networks 344 pre-start, and early entry business clients received diagnostic & mentoring support
Support the establishment of new businesses through the 'Go Succeed' Programme	Target Progress	Green * 1
	Notes:	1 The number of business plans created for start-up businesses and employer enterprises increased by 121% compared to 2023-24, rising from 151 in 2023-24 to 334 in 2024-25. During 2024-25, 175 new enterprises were created as a result of support. This is an increase of 94% when compared to the 90 new enterprises supported during 2023-24.

Support the growth of existing businesses and creation of new jobs through the 'Go Succeed' Programme	Target Progress Green * 1
Notes:	1 396 Growth and Scaling businesses received mentoring including 1-2-1 diagnostic support. Mentoring is allocated depending on growth ambitions i.e. 10 hours, 15 hours and 21 hours. Average support is 15 hours. 191 Go Succeed grant applicants processed
Continue to create opportunities for employability and skills through implementation of the LMP Action Plan.	Target Progress Green * 1
Notes:	1 NMD LMP continued with the delivery of the Enterprise Pathway Programme; Transport Employability Academy; and Upskilling for Growth Programmes in 2024-25, along with additional delivery to include a major Skills Conference focusing on the workforce challenges and opportunities within the NMDDC area; Classroom Assistant Employability Academy; Childminding Employability Academy; Digital Skills Academy; Childcare Employability Academy; and Warehousing and Manufacturing Academy. A pre-employment support programme, Get Work Ready was launched and continues to be delivered. Several events were conducted throughout the year such as a job fair, two Careers Fairs for all post primary school students throughout the District; Springboard Takeover Day; Bring IT On – Get Into Tech event and a schools programme with Golf Futures that coincided with The Amgen Irish Open held in the district; along with sponsorship of SERC Excellence Awards, namely Apprentice of the Year; and SRC's Big Apprenticeship Event. NMD LMP engaged with Ulster University Economic Policy Centre to conduct a review of the Strategic Assessment to inform the 25/26 Action Plan which also entailed engagement with local businesses, education and training providers and key stakeholders.

Measure of success	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Actual	Status Trend	Explanatory Note
Number of social enterprise start-ups supported	12	12	12	12	12 (Target: 12)	 	Since 2017-18, the Council has consistently met and exceeded the targets set for the number of new social enterprise start-ups supported and jobs created. During 2024-25, the Council supported 12 new social enterprise start-ups, delivered 190 mentoring days, assisted 50

Number of social enterprise jobs created	14	13	12	16	16 (Target: 12)		people in increasing their skills for entering employment and created 16 new social enterprise jobs, as well as 30 new volunteering jobs.
Number of participants engaged across all 'Go Succeed' activity	New measure				839 (Target: 712)		There was a total of 839 participants engaged across all 'Go Succeed' activity during 2024-25. This included 335 under the Engage pillar, 86 through the Foundation pillar and 418 participants through the Growth pillar.
Number of business plans created for start-up businesses and employer enterprises	266	358	361	151	332 (Target: 361)	 	The number of business plans created for start-up businesses and employer enterprises increased by 120% compared to 2023-24, rising from 151 in 2023-24 to 332 in 2024-25. The target however was not achieved for this period, with 92% of the target met.
Number of jobs promoted via business start-up activity	199.5	215	187	90 (Target: 155)	206 (Target: 170)	 	During 2024-25, Newry, Mourne and Down promoted 206 jobs through business start-up activity. This is an increase of 129% when compared to the 2023-24 figure of 90. This figure also exceeds the target set of 170 for 2024-25 by 21.2%. In 2024-25, Newry, Mourne and Down ranked 1/11 for the number of jobs promoted across NI. Newry, Mourne and Down also approved 334 business plans in 2024-25 placing the Council 1/11 across NI for business plan approvals.
Number of new enterprises created as a result of support	181	215	187	90	175 (Target: 195)	 	During 2024-25, 175 new enterprises were created as a result of support. This is an increase of 94% when compared to the 90 new enterprises supported during 2023-24. This figure however represents only 89.7% of the total target set for 2024-25.
Number of existing businesses supported to progress growth and scaling ambitions	327	373	220	351	221 (Target: 220)	 	The number of existing businesses supported to progress growth and scaling ambitions decreased between 2023-24 and 2024-25 falling from 351 to 221. This indicates a decrease of 37%, however the target was exceeded during 2024-25.





Community Planning Outcome

All people in Newry, Mourne and Down benefit from a clean, quality and sustainable environment

Corporate Objective

Protect and enhance our environment to secure a sustainable future

Key action	Status	Update
Principal Project: Progress the Local Development Plan Strategy	Target Progress	Green
	Notes:	1 Draft plan strategy launched June 2025 and consultation underway
Develop and implement a Climate Change and Sustainability Strategy	Target Progress	Green
	Notes:	1 Sustainability & Climate Change Strategy is progressing. Draft to be presented at SE Committee in Q2 2025
Develop and implement a Local Climate Change Adaptation Plan	Target Progress	Green

Develop and implement a Biodiversity Strategy		Target Progress Green
	Notes:	1 Biodiversity Strategy has now been approved and launched with implementation ongoing.
Develop and implement a Tree Strategy		Target Progress Green
	Notes:	1 Several key actions within the strategy have progressed. Tree strategy to be reframed as an action plan and included under the theme of 'Trees & Woodland' within the Biodiversity Strategy.
Undertake a baseline assessment of the Council's carbon footprint and set targets to reduce our carbon emissions		Target Progress Green
	Notes:	1 The introduction of the Climate Change Act (Northern Ireland) 2022 has set a target of Net Zero greenhouse gas emissions by 2050. The Climate Change (Reporting Bodies) Regulations (Northern Ireland) 2024 came into effect on 3rd May 2024. These regulations require Council to provide the following reports: •Climate Mitigation – Report due by 31st October 2025 •Climate Adaptation – Report due by 31st March 2026 The requirement for carbon baseline reporting is included in the Climate Mitigation Report and commences for financial year ending 31st of March 2025. 2 New Officers appointed and proposal in place to appoint consultants for support to deliver the above reports.

Support the implementation of new Electric Vehicle (EV) charging points		Target Progress Amber ~ 1
	Notes:	1 During 2024-25, The ORCS project (On Street Chargepoint Scheme) which planned to install 18 Chargepoints in Newry, Mourne and Down District was delayed due to delays with the joint Council procurement process led by Derry City and Strabane District Council. Procurement is now complete, a Charge Point Operator has been appointed and plans are under way to install the Chargepoints during 2025/26.
Keep under review the actions to address sustainability and the climate change emergency declared by Council		Target Progress Green ~ 1
Contribute to the delivery of the Area of Outstanding Natural Beauty(AONB) Management Action Plans and the Marine Protected Area Management Plans		Target Progress Green ~ 1
	Notes:	1 The Ring of Gullion and Strangford & Lecale AONBs continue to be managed through the NI Environment Fund projects, with a focus on ecological and climate resilience, habitat conservation, outdoor access, and public engagement. The Ring of Gullion and Strangford & Lecale AONBs achieved significant progress through NI Environment Fund projects. Key activities included conducting partnership meetings, forums, and steering group sessions as planned; delivering programmed training (WeBs), species recordings and tree nursery management etc. We engaged the public at various festivals and events, focusing on nature and climate recovery across landscapes, water bodies, habitats, species, and earth sciences. The Slieve Gullion upland trail network was maintained, several public communications were published, and enhancements to the Tyrella dune erosion project were completed. Efforts to tackle litter continued in collaboration with communities via a loan scheme of equipment, and the Aids to Navigation report for Strangford Lough was finalised. These initiatives cultivated a deeper community connection with the natural environment, fostering engagement and environmental stewardship.

Develop and implement a District Enforcement Action Plan for controlling environmental crime and reducing littering, fly tipping and dog fouling incidents	Target Progress	Amber * 1
	Notes:	1 The Council's initial recruitment campaign for an Education and Enforcement manager post relating to waste management education and enforcement was unsuccessful. This post will be recruited to Q2/3 2025/26. This post holder will develop and implement a District Enforcement Action Plan for controlling environmental crime and reducing littering, fly tipping and dog fouling incidents.
Develop and implement the Local Development Plan	Target Progress	Green * 1
	Notes:	1 Draft plan strategy agreed by council, next steps agreed for June launch followed by 3 months consultation and workshops across the District
Implementation of Building Regulations and licensing obligations in partnership with our customers and stakeholders	Target Progress	Green * 1
	Notes:	1 All targets in terms of Council's building regulations and licensing obligations were met in 2024-25.

Measure of Success	2021-22		2022-23		2023-24		2024-25		Status Trend	Explanatory Note
	Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Level of street cleanliness across the District (KNIB street cleanliness score)	-	64	-	Data unavailable	64	Data unavailable	64	Data unavailable		The Keep Northern Ireland Beautiful (KNIB) Cleaner Neighbourhoods Report for 2023-24 was published in Q4 2024-25. While a new regional average of 75 has been provided for 2023-24, an individual Council LEAMS score has not been provided within the report. Contact has been made with KNIB asking if this information can be made available and we are currently awaiting a response.
	Target	Actual	Target	Actual	Target	Actual	Target	Actual		

Percentage of waste recycled	50% by 2020	49.8%	50% by 2020	49.6%	50% by 2020	50.1%	70% by 2030 55% by 2025	49.0%	 	Since 2017-18, the Council increased the overall rate of recycling by 2.9% to 49.0% however it does fall short of both the 2020 target of 50% and the interim 2025 target of 55%. Similar to the regional trend there has been a decrease in the rate of recycling between 2023-24 and 2024-25 with the Council ranked 8/11 across Northern Ireland.
Percentage of EV charging points	New measure						-	0%		During 2024-25, The ORCS project (On Street Chargepoint Scheme) which planned to install 18 Chargepoints in Newry, Mourne and Down District was delayed due to delays with the joint Council procurement process led by Derry City and Strabane District Council. Procurement is now complete, a Charge Point Operator has been appointed and plans are under way to install the Chargepoints during 2025/26.
Level of compliance with sustainable development duty		The Council has made significant progress in addressing the impact of climate change locally. The Council's Climate Change Strategy and Action Plan is being finalised with a target date for launch in Q3 2025-26. The Council is involved in several projects to increase the availability of EV charging points across the District, with a further 20 new charging points to be delivered in 2025-26.								

Performance Improvement Objective 3

We will improve the cleanliness of our District by continuing to promote recycling and addressing littering, fly tipping and dog fouling incidents

Key action	Status	Update
Continuing to implement the Enforcement Action Plan		Target Progress Amber 1
	Notes:	1 The Council's initial recruitment campaign for an Education and Enforcement manager post relating to waste management education and enforcement was unsuccessful. This post will be recruited to in Q2/3 2025/26. This post holder will develop and implement a District Enforcement Action Plan for controlling environmental crime and reducing littering, fly tipping and dog fouling incidents.
Promoting responsible dog ownership through publicity and social media campaigns		Target Progress Green 1
	Notes:	1 The Council carried out an anti-litter and dog-fouling campaign with Keep NI Beautiful through the Live Here Love Here Campaign. Billboard posters were erected with strong clear anti-litter and dog-fouling messages in 4 locations across the district (Ballynahinch, Newry, Downpatrick and Newcastle). Council also designed and installed large Anti-litter and Dog-Fouling Posters on the sides of the Refuse Vehicle fleet as part of an overall Waste /Sustainability awareness Campaign.

Working with Louth County Council to raise awareness of the impact of littering and illicit dumping along the border area		Target Progress Green
	Notes:	1 Newry, Mourne and Down District Council continue to liaise with colleagues from Louth County Council with a view to continuing to raise awareness of the impact of littering and illicit dumping along the border area.
Encouraging residents to bring properly sorted surplus recyclable waste to our Household Recycling Centres.		Target Progress Green
	Notes:	1 Work is ongoing in relation to the review of Household Recycling Centres. The website and HRC site signage provides clear guidance to residents on how to sort surplus recyclable waste. A booking system is in place which allows residents to access HRC sites in larger vehicles free of charge.
Supporting local community clean ups.		Target Progress Green
	Notes:	1 The Council supported 24 community clean ups at a range of locations across the District during 2024-25. It supported 100% of all requests received.

Implementation of a Paint Re-Use Scheme at 7 Household Recycling Centres throughout the district.	Target Progress Amber ↑ ↓
Notes:	1 The Paint Re-Use scheme was initially implemented in Camlough during 2023-24. It resulted in the recycling and reuse of 20% of the paint brought to the HRC. The Council rolled out this scheme to the Downpatrick HRC site during 2024-25.
Work in partnership with Keep Northern Ireland Beautiful to promote the 'Live Here Love Here' campaigns.	Target Progress Green ↑ ↓
Notes:	1 The Council continued to participate in the Keep NI Beautiful 'Live Here Love Here' campaign, administering 15 grants, with a combined value of £28,646.98 which were awarded towards local projects. These projects were located across the District including Annalong, Bessbrook, Burren, Castlewellan, Crossgar, Downpatrick, Hilltown, Kilcoo, Kilkeel, Mayobridge and Newry. The funding for these projects were used for numerous items including compost, tools, plants, seeds and seating.

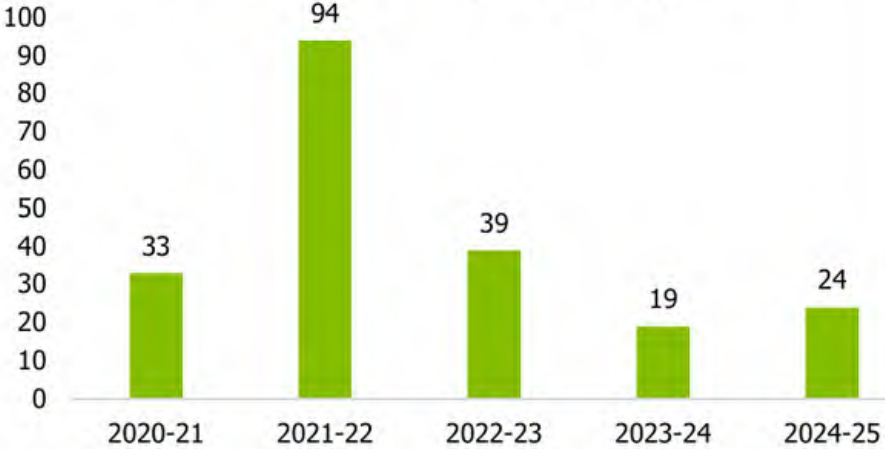
Measure of success	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25	Status Trend	Explanatory Note
LEAMS score (Keep NI Beautiful Cleanliness Index)	64	Data unavailable	Data unavailable	Data unavailable	-	The Keep Northern Ireland Beautiful (KNIB) Cleaner Neighbourhoods Report for 2023-24 was published in Q4 2024-25. While a new regional average of 75 has been provided for 2023-24, an individual Council LEAMS score has not been provided within the report. Contact has been made with KNIB asking if this information can be made available and we are currently awaiting a response.
Number of fixed penalty notices issued	118	110	25	31 (Target: 120)	 	Between 2023-24 and 2024-25 the number of illicit dumping incidents reported to Council increased by 24.4%, from 520 to 647 incidents, whilst the number of littering and dog

Number of fixed penalty notices paid	100	91	19	26 (Target: 96)	 	fouling incidents reported decreased from 239 to 212 during this period, resulting in a reduction of 11.3%. The number of fixed penalty notices issued increased by 24% in the past year, from 25 in 2023-24 to 31 in 2024-25. 26 of the fixed penalty notices have been paid to date, accounting for 84% of the total issued.
Percentage of community clean ups supported	New measure			100% (Target: 90% of requests supported)		The Council actively supports clean ups which are carried out by local community groups and residents. Between 2018-19 and 2024-25, the Council supported 403 clean ups across the District, including 24 during 2024-25. The Council supported 100% of all community clean up requests during 2024-25.
Number of 'Live Here Love Here' environmental projects	18	10	9	15		Since 2018-19, the Council has supported 135 'Live Here Love Here' environmental projects, including fifteen during 2024-25. Successful projects used their funding for numerous items including compost, tools, plants, seeds and seating.

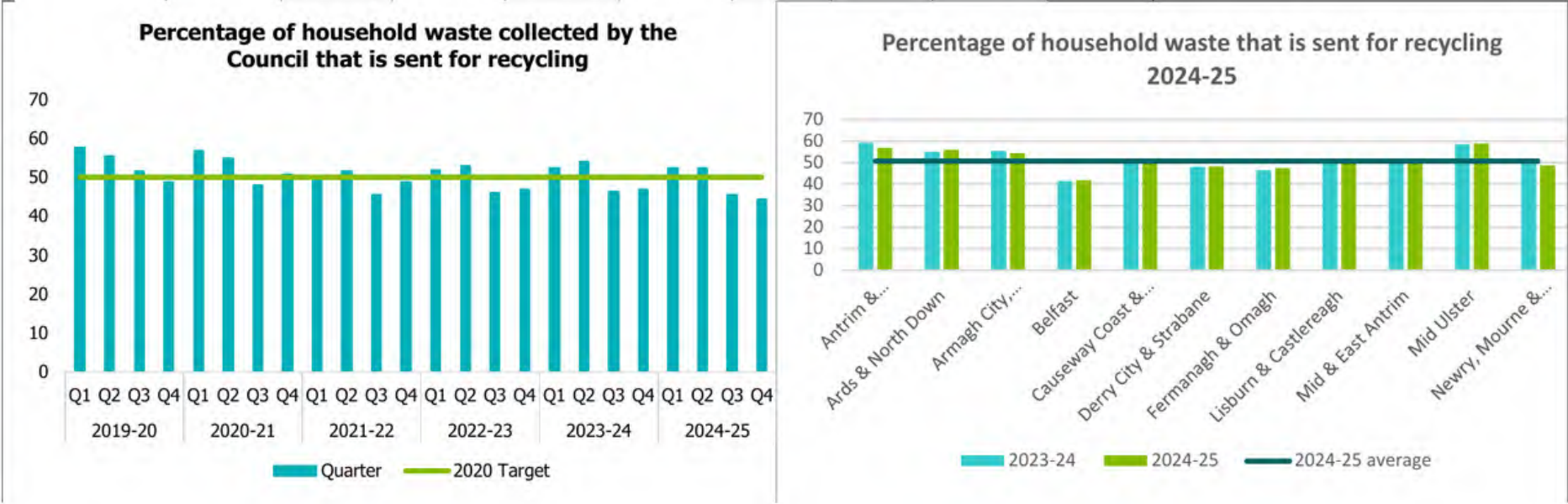
Number of fixed panelty notices issued and paid



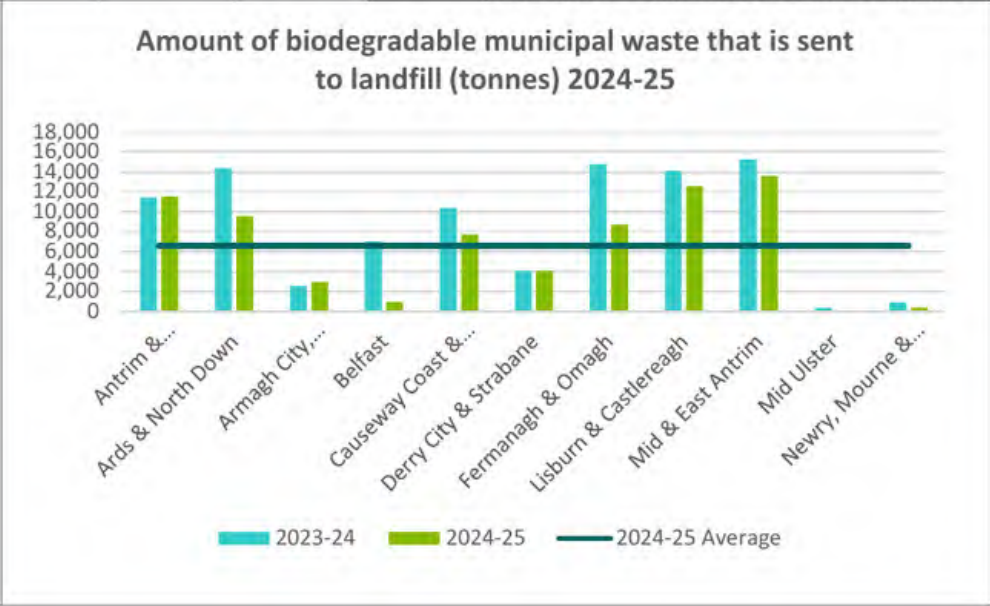
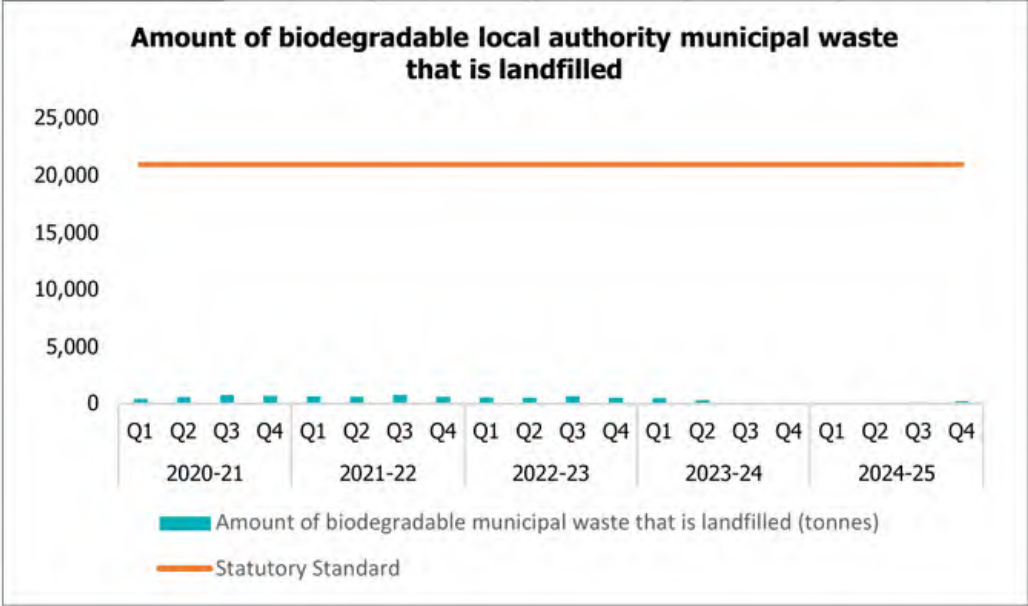
Number of community clean ups supported



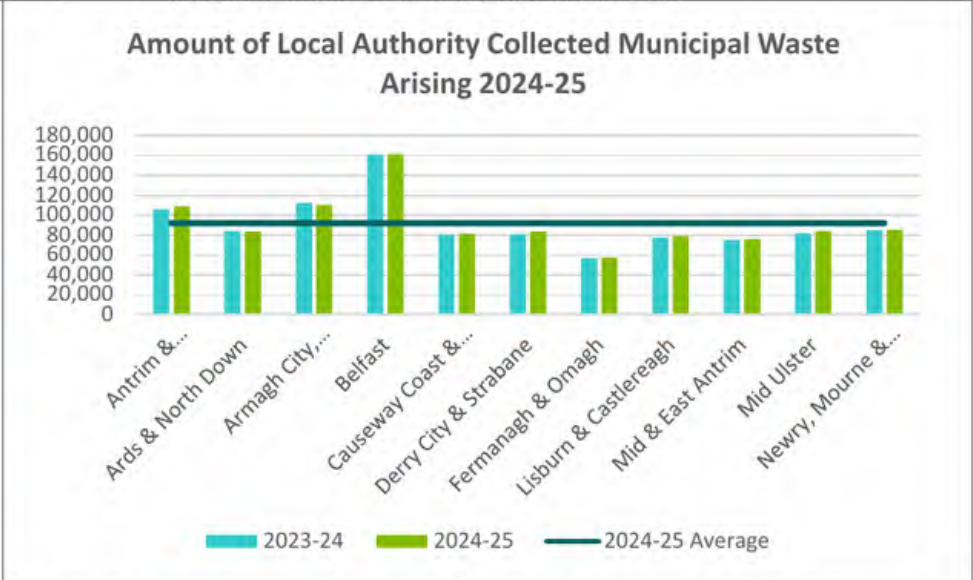
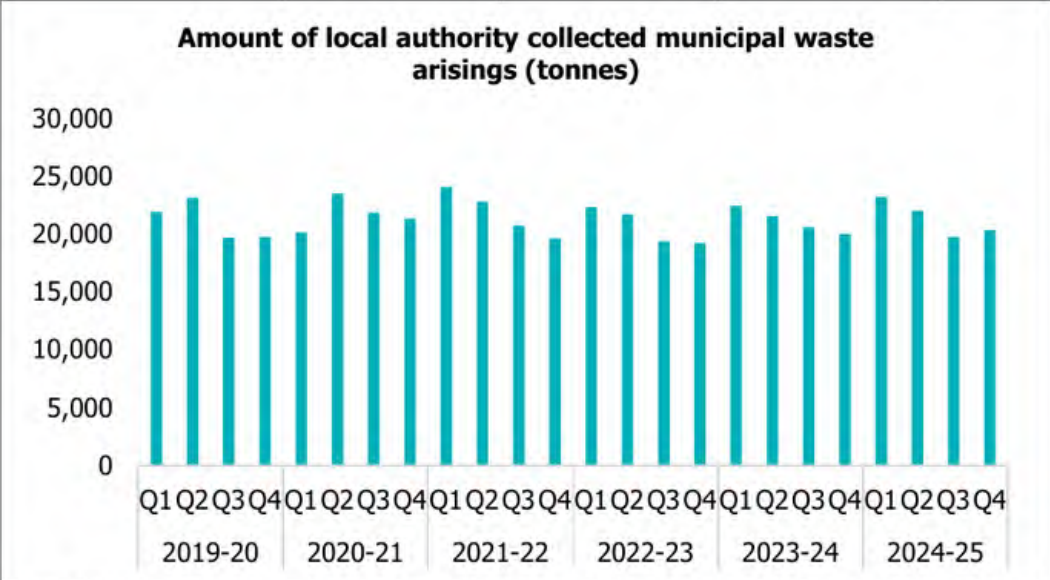
Measure of success	2021-22		2022-23		2023-24		2024-25		Status Trend	Explanatory note
	Target	Actual	Target	Actual	Target	Actual	Target	Actual		
The percentage of household waste collected by District Councils that is sent for recycling	50% by 2020	49.8%	50% by 2020	49.6%	50% by 2020	50.1%	50% by 2020	49.0%		Since 2017-18, the Council increased the overall rate of recycling by 2.9% to 49.0% however it falls narrowly short of the 2020 target of 50%. It is also below the 2024-25 regional average of 50.9% and ranks the Council 8/11 across Northern Ireland. Between 2023-24 and 2024-25, the overall rate of recycling in the District decreased by 1.1% This is above the regional downward trend of 0.2% that was experienced between 2023-24 and 2024-25



Measure of success	2021-22		2022-23		2023-24		2024-25		Status Trend	Explanatory note
	Target	Actual	Target	Actual	Target	Actual	Target	Actual		
The amount of biodegradable Local Authority Collected Municipal Waste that is landfilled	<20,954	2,685t	<20,954	2,319t	<20,954	932	<20,954	429	😊 ⚠️	Since 2015-16, the amount of biodegradable local authority collected municipal waste that is sent to landfill reduced by 97.4%, to 429 tonnes, and the Council only used 2% of the 2019-20 Northern Ireland Landfill Allowance Scheme allowance**. This falls well below the 2024-25 regional average of 6,568 tonnes with Newry, Mourne and Down ranked 2/11 across Northern Ireland. Between 2023-24 and 2024-25, Newry, Mourne and Down recorded a 54% decrease (503 tonnes) in the amount of waste that is sent to landfill.



Measure of success	Actual 2021-22	Actual 2022-23	Actual 2023-24	Actual 2024-25	Trend	Explanatory note
The amount of Local Authority Collected Municipal Waste arisings	87,336t	82,842t	84,636t	85,383t		Since 2017-18, the amount of local authority collected municipal waste arisings has increased by 4.8% to 85,383 tonnes, however it does fall below the 2024-25 regional average of 91,848 tonnes. Newry, Mourne and Down is currently ranked 8/11 across Northern Ireland. 2024-25 seen an increase in the amount of Local Authority Collected municipal waste collected rising by 0.9% from 84,636t in 2023-24 to 85,363t in 2024-25.



*The 2024-25 data in relation to the statutory performance indicators for waste management remains provisional, as the end of year data is currently being validated by DAERA and will not be published until Q3 2025-26. There are slight variances between the quarterly figures and the rolling 12-month figures, as outlined in the DAERA reports.

**The 2019-20 NI Landfill Allowance Scheme (NILAS) target has been included as the Council awaits more up to date targets from DAERA

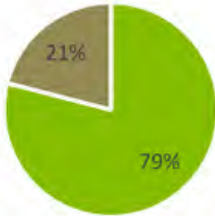
Performance Improvement Objective 4

We will improve our sustainability and reduce our impacts in relation to climate change

Key action	Status	Update
Completing the draft climate change and sustainable development strategy ready for consultation, review, approval and then publication	Target Progress	Green * 1
	Notes:	1 Sustainability & Climate Change Strategy is progressing. Draft to be presented at SE Committee in Q2 2025/26.
Publishing the Council's Climate Change Adaptation Plan	Target Progress	Green * 1
	Notes:	1 Climate Change Adaptation Plan will be completed inline with DAERA timeframe (April 2026).
Implementing the newly published biodiversity strategy 2023-30	Target Progress	Green * 1
	Notes:	1 Biodiversity Strategy has now been approved and launched with implementation ongoing. It should also be noted that it is now a strategy from 2024 - 2030.

Continuing to implement the Council's Tree Strategy	Target Progress	Amber * 1
Notes:	1 Several key actions within the strategy have progressed. Tree strategy to be reframed as an action plan and included under the theme of "Trees & Woodland" within the Biodiversity Strategy.	
Supporting the continued implementation of new Electric Vehicle (EV) charging points	Target Progress	Amber * 1
Notes:	1 During 2024-25, The ORCS project (On Street Chargepoint Scheme) which planned to install 18 Chargepoints in Newry, Mourne and Down District was delayed due to delays with the joint Council procurement process led by Derry City and Strabane District Council. Procurement is now complete, a Charge Point Operator has been appointed and plans are under way to install the Chargepoints during 2025/26.	
Undertaking a baseline assessment of the Council's carbon footprint and renewable energy output	Target Progress	Green * 1
Notes:	1 The introduction of the Climate Change Act (Northern Ireland) 2022 has set a target of Net Zero greenhouse gas emissions by 2050. The Climate Change (Reporting Bodies) Regulations (Northern Ireland) 2024 came into effect on 3rd May 2024. These regulations require Council to provide the following reports: •Climate Mitigation – Report due by 31st October 2025 •Climate Adaptation – Report due by 31st March 2026 The requirement for carbon baseline reporting commences for financial year ending 31st of March 2025. 2 New Officers appointed and proposal in place to appoint consultants for support to deliver the above reports.	
Continue to implement the Council's fleet replacement programme	Target Progress	Green * 1
Notes:	1 2024/25 Fleet replacement programme completed. Fleet modernisation is delivering a significant reduction in CO2 emissions.	

Measure of success	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25	Trend	Explanatory Note
Carbon footprint of Council estate	To be established					The requirement for carbon baseline reporting commences for financial year ending 31st of March 2025. 2 New Officers appointed and proposal in place to appoint consultants for support to deliver the above reports.
Renewable energy generation	To be established					
Energy consumption baseline	To be established					
Percentage of Council fleet younger than 8 years	New measure		75%	79% (Target: 85%)	 	In 2024-25, 158 of the Council's 199 vehicles were eight years or younger representing 79% of the total. This represents a 4% increase on the figure recorded in 2023-24. It did not, however, achieve the target set for 2024-25.
Number of vehicles within the Council fleet that have an alternative fuel source	New measure		1 (Target: 10)	1 (Target: 10)		Currently, Council has only one vehicle within its fleet that has an alternative fuel source. This car is used within the enforcement section and is due to be replaced with a new EV vehicle. Approval has been granted for the replacement of a proportion of existing small and medium sized diesel vans with electric vehicles. Orders will be placed for 10No small electric vans on completion of charging infrastructure project.
Number of trees planted on Council managed estate	New measure		2,800	257 (Target: 2,800)	 	In 2024-25, 257 trees were planted across the Council managed estate. This is well below the figure recorded last year and significantly below the target set. It should be noted however that due to both Storm Dara and Storm Ewoyn many of the trees could not be planted
Number of Council supported EV charging points	New measure		20	0 (Target: 18)	 	During 2024-25, The ORCS project (On Street Chargepoint Scheme) which planned to install 18 Chargepoints in Newry, Mourne and Down District was delayed due to delays with the joint Council procurement process led by Derry City and Strabane District Council. Procurement is now complete, a Charge Point Operator has been

					appointed and plans are under way to install the Chargepoints during 2025/26.						
% Breakdown of Council Fleet by Age 2024-25 <table><tr><th>Fleet Age Category</th><th>Percentage</th></tr><tr><td>Council fleet younger than 8 years</td><td>79%</td></tr><tr><td>Council fleet older than 8 years</td><td>21%</td></tr></table>						Fleet Age Category	Percentage	Council fleet younger than 8 years	79%	Council fleet older than 8 years	21%
Fleet Age Category	Percentage										
Council fleet younger than 8 years	79%										
Council fleet older than 8 years	21%										



Community Planning Outcome

All people in Newry, Mourne and Down live in respectful, safe and vibrant communities

Corporate Objective

Empowering communities to play an active part in civic life

Key action	Status	Update
Development and delivery of the District Electoral Area Action Plans	Target Progress	Green
	Notes:	1 Action Plans have been agreed for each DEA - these are subject to ongoing monitoring and review.
Development and delivery of the Policing & Community Safety Partnership Action Plan	Target Progress	Green
	Notes:	1 PCSP Action Plan has been approved by Joint Committee and delivery has commenced in line with agreed objectives.
Development and delivery of the Good Relations Programme Action Plan	Target Progress	Green
	Notes:	1 Good Relations Action Plan has been approved by The Executive Office and delivery has commenced in line with agreed objectives.

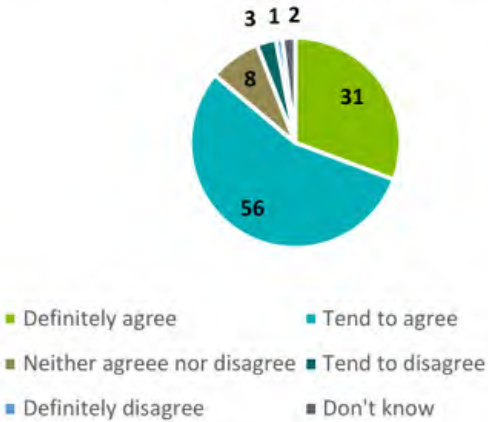
Development and delivery of the Downpatrick and Newry Neighbourhood Renewal Areas Action Plan	Target Progress	Green
Notes:	1 Neighbourhood Renewal Action Plans for Newry and Downpatrick have been approved by DfC and delivery has commenced in line with agreed objectives.	
Development and delivery of the Social Inclusion Action Plan including the delivery of the Ethnic Minority Support Centre	Target Progress	Green
Notes:	1 All targets met. Ethnic Minority Support Centre visits exceeded target.	
Development and delivery of the PeacePlus Action Plan	Target Progress	Green
Notes:	1 Local action plan has been developed and letter of offer issued. Work in progress for implementation when the contracting phase is completed.	
Development and delivery of the Community Wealth Building Action Plan	Target Progress	Green

Implementation of the Community Plan		Target	
		Progress	Green
	Notes:	1 Implementation of the Community Plan continued in 2024/25, including: Launch of Housing Action Plan Health and Wellbeing Thematic Summit and Action Plan Participatory Budget Action Plan Other partnership priorities	
Development of a Community Facilities Strategy		Target	
		Progress	Amber
	Notes:	1 Provision of Community Facilities will be included within the scope of the Community Development Strategy. Terms of reference finalised and procurement to commence August 2025.	
Delivery of the Financial Assistance Programme		Target	
		Progress	Green
	Notes:	1 All calls issued and successful grants processed.	

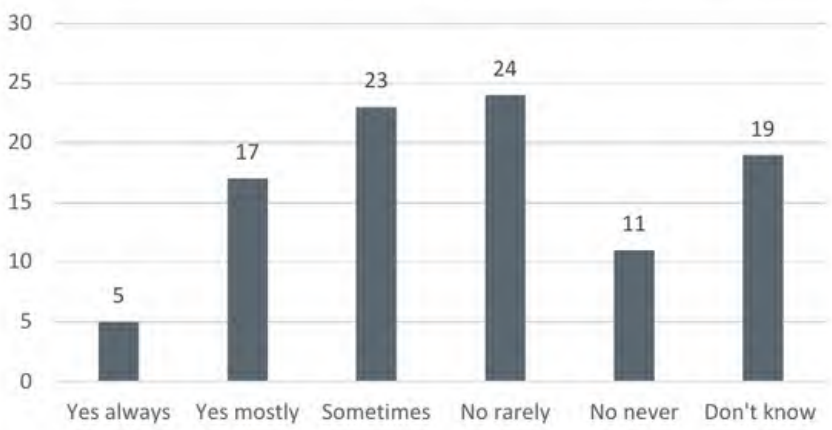
Measure of Success	2018 Actual	2022 Actual	Status	Explanatory Note
Percentage of residents who agree that the local area is a place where people from different backgrounds get on well together	72%	87%	 	In September 2018 and again in September 2022, the Council commissioned a Residents Survey to establish and track a robust and reliable evidence base in relation to resident perceptions about their local area, the performance of the Council and key priorities for improvement in the future. A representative sample of 764 residents were surveyed and revealed that: 87% agree that the area is a place where people from different backgrounds get on well together, representing a significant increase on the 2018 figure of 72%.
Percentage of residents who agree that the Council consults with and listens to the views of local people	62%	65%	 	

Percentage of residents who feel that they can have a say on how services are delivered in their local area	59%	45%		• 65% agree that the Council consults with and listens to the views of local people, which is an increase of 3% on the 2018 figure of 62%. The percentage of residents that disagree with this statement however has increased from 11% to 13% during the four year period. • 45% feel that they can have a say on how services are delivered in their local area. This represents a significant decrease from the 59% recorded in 2018. Feedback and comparative analysis from the two Residents Survey has been used to inform the development of future plans and strategies, including the Corporate Plan and Performance Improvement Plan.
Measure of Success	2023-24 Actual	2024-25 Actual	Status	Explanatory Note
Number of financial assistance projects funded	386 projects awarded funding	391 projects awarded funding		During 2024-25, The Council awarded £1.9 million in funding to 391 successful applications for capital and revenue. This was done through 3 different funding calls run throughout the year. This represented a success rate of 75% and covered funding for themes such as...
Number of people accessing the Ethnic Minority Support Office services	New measure	2343 (Target: 2000)		There were 2,343 contacts recorded through the Ethnic Minority Support Centre during 2024-25, exceeding the target set.

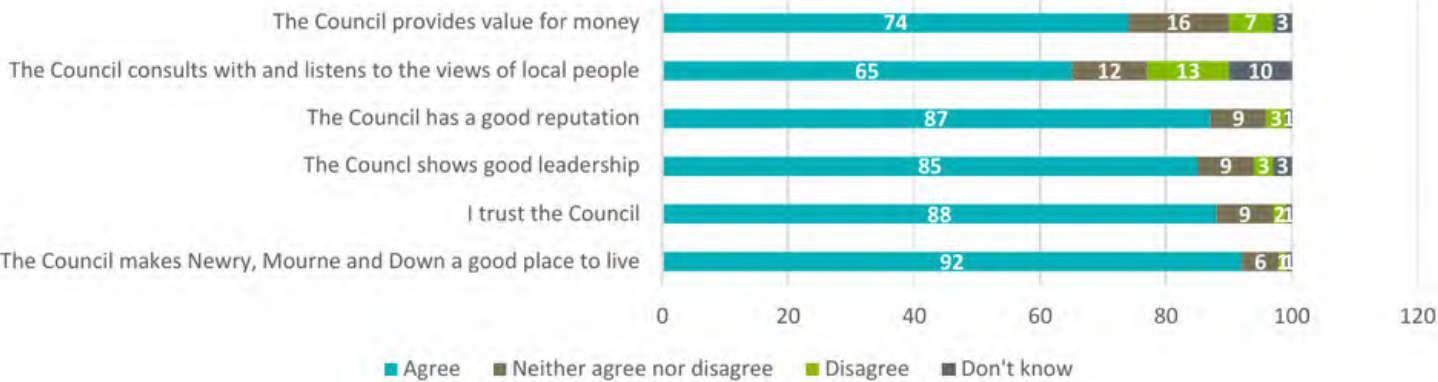
To what extent do you agree or disagree that your local area is a place where people from different backgrounds get on well together? (%) (2022)



Do you feel you are able to have a say on things happening or how services are run in your local area? (%) (2022)



Thinking about Newry, Mourne and Down, to what extent do you agree or disagree with the following statements? (2022)



Corporate Plan 2024-27: Self imposed performance indicators

Corporate Objective Deliver sustainable services

Key action	Status	Update
Principal Project: Progress Organisational transformation and delivery of sustainable services		Target Progress Green 1
	Notes:	1 Planning for the Future has been completed and in place. An updated IT Strategy and a Digital Strategy has been approved with the governance, budget and projects monitored through an internal group, the ITPG. The business cases for a number of projects have been approved across service areas including the case for new HR systems, cemetery management systems and tourism support / development. The Council has received ring fenced funding for the development and implementation of sustainable / waste services through the pEPR scheme.

Develop a robust and reliable evidence base to inform decision making, policy development and service provision.		Target	
		Progress	Green
			~ 1
	Notes:	1 Council ran a number of public engagements including data validation checklist, PSCP action plan and Museum Transport. Baseline data under the Community Planning Themes has been updated.	
Effectively manage performance and align individual contribution with corporate objectives and better outcomes for all.		Target	
		Progress	Green
			~ 1
	Notes:	1 The Council continues to mainstream and embed the Business Planning and Performance Management Framework. During 2024-25, The performance officer presented two sessions on the framework and the significant contribution of employees in achieving the corporate objectives to staff taking part in ILM Levels 2 and 3. An SMT/CMT Business Planning Day was also organised in Q1 2024-25 which involved the development of new Directorate Business Plans and Service plans and how they would contribute to the achievement of the overall corporate plan objectives and better outcomes for all.	

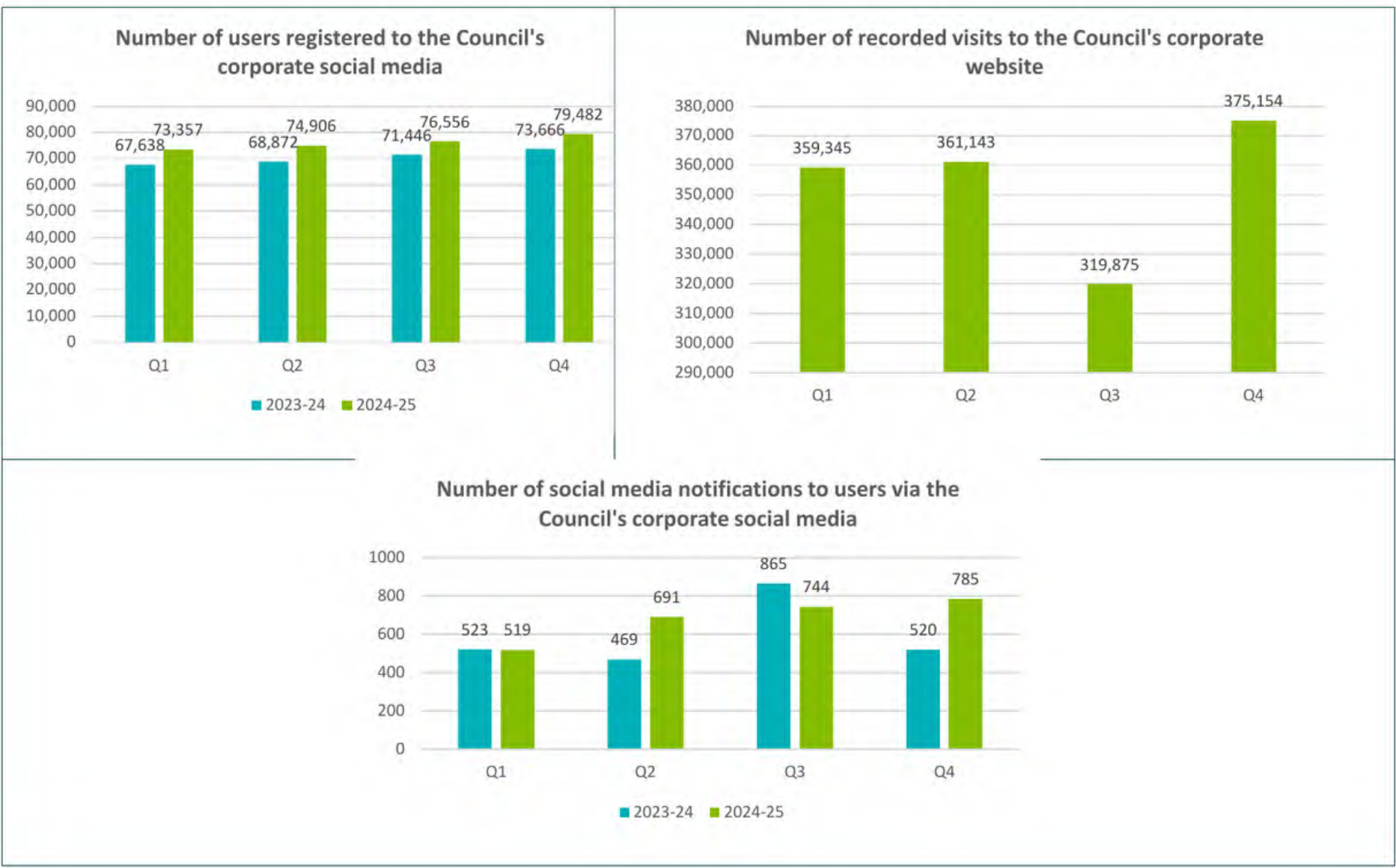
Establish accurate data collection arrangements to inform actions related to sustainability and climate change.		Target Progress	Green ^ 1
	Notes:	1 Council continued to work with DAERA on the Public Bodies Reporting regulations on developing accurate carbon emissions data for council based on financial year 2024/25. First Climate Mitigation report is due in 31st October 2025.	
Implementation of People Perform Grow (PPG)		Target Progress	Green ^ 1
	Notes:	1 People Perform Grow introduced across all services, with comprehensive training and support provided to managers, employees and teams. 24/25 PPG initiatives included: - PPG eLearning module became mandatory for all employees, over 550 skillgate users have completed this module. - PPG Leaders Coaching Workshops provided for line managers to have effective, structured and supportive PPG conversations, this now forms part of the corporate training programme. - L&D collaboration with Business Support Managers to promote and support completion of PPG conversations in each directorate. - Formal re-evaluation of PPG implementation to ensure process is fit for purpose with two key priorities identified ie (1) Simplify PPG form (2) Simplify PPG Tracker with up-to-date data. The new updates will be launched in 25/26	

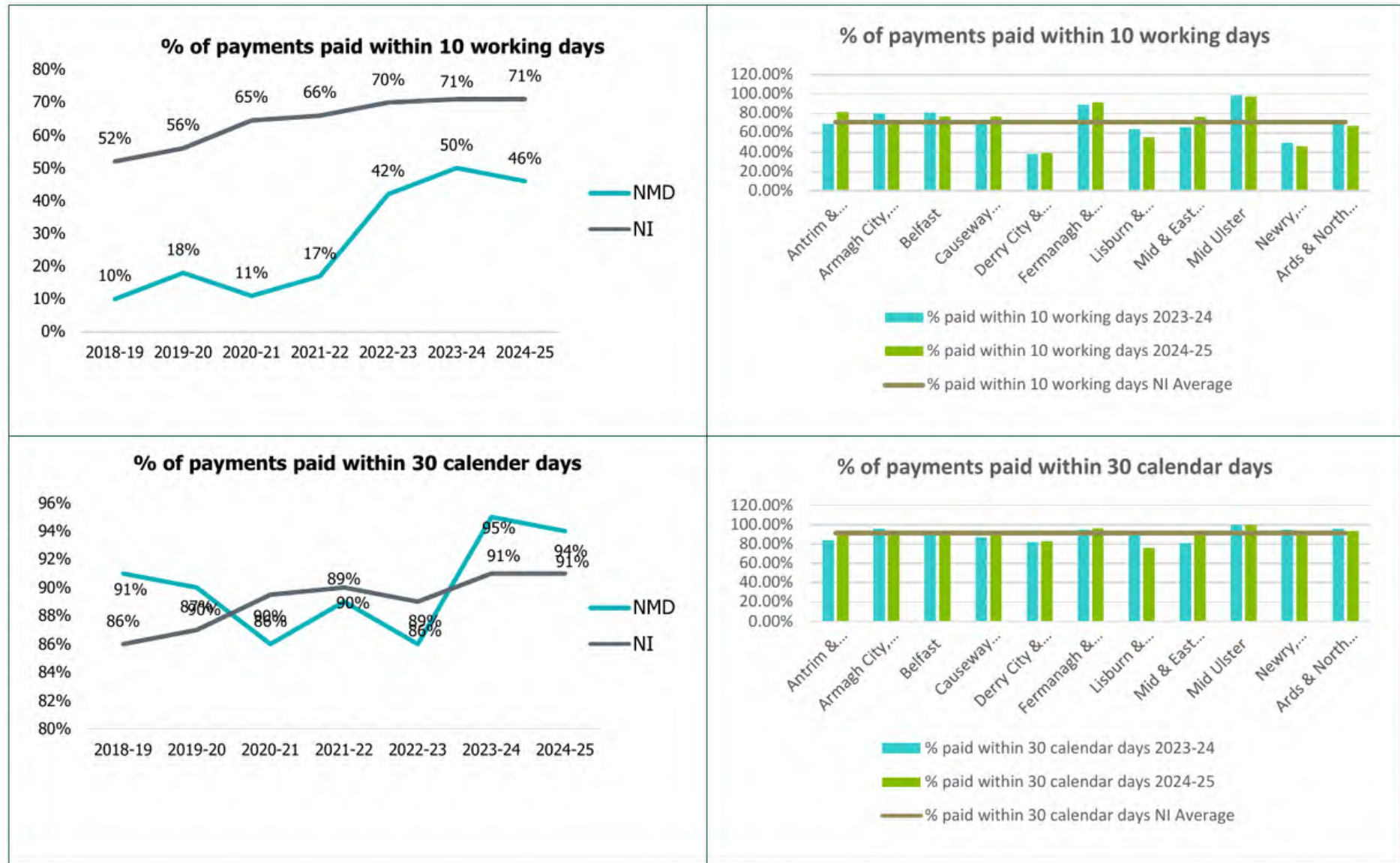
Utilise our website and digital channels to enhance service delivery.		Target Progress	Green 100%
	Notes:	1 Expanded website and digital channel use to improve accessibility, information clarity, and self-service for enhanced service delivery. • 1,415,517 visits to corporate website. • 292 significant content updates on the corporate website • Launched new online Report Missed Bin Collection facility on corporate website • Facebook: +9.8% followers, +8.8% likes, +4.3% increase posts • X/Twitter: +1.76% followers, +19% tweets • Delivered 4no targeted digital campaigns: 1,256,580 Reach	
To embed a digital culture across the organisation.		Target Progress	Green 100%
	Notes:	1 Progress made in embedding a digital culture through staff engagement, training, and increased adoption of digital tools to support modern ways of working. • New Wide Area Network (WAN), Perimeter Security and Remote Working Solutions fully implemented • New Computing Platform adopted and embedded • Increase in CyberSecurity eLearning compliance • Zero "Down Time" during the year despite significant platform upgrades • Introduction of new Mobile Device Management solution	

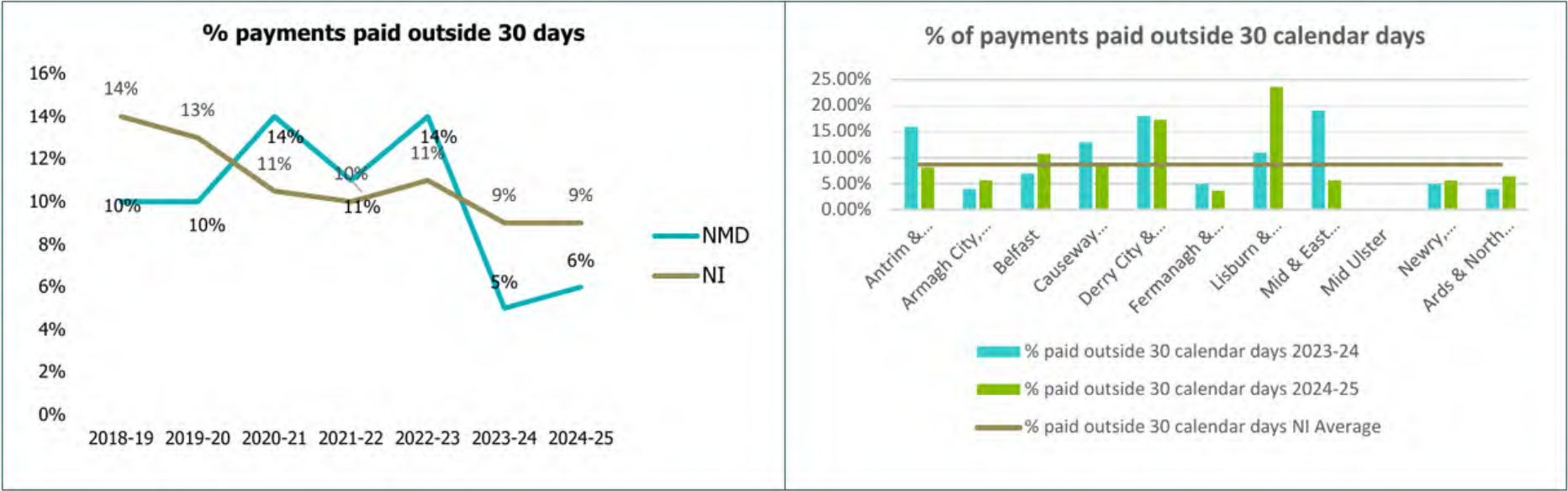
Implement our Equality Action Plan		Target Progress Green 1
	Notes:	1 Ongoing implementation of actions including co-ordinating policy reviews and equality screening, preparation of quarterly policy screening report, initiating Ulster Scots consultation, five-year review of Council's equality Scheme and revised Equality Scheme.
Implement our Disability Action Plan		Target Progress Green 1
	Notes:	1 Ongoing implementation of positive actions including co-ordinating AccessAble proposal.
Implement our Irish Language Strategy		Target Progress Green 1
	Notes:	1 Ongoing implementation on actions including review of Bilingualism Policy, co-ordinating translations and managing Irish Language Bursary Scheme letters of offer.

Measure of Success	Status Trend	Explanatory Note
Level of citizen satisfaction		The 2022 Residents Survey revealed that: 88% are satisfied with the Council overall, an increase of 1% on the 87% figure recorded in 2018. 92% agree that the Council helps to make Newry, Mourne and Down a good place to live, an increase of 17% on the 75% recorded in 2018. 88% trust the Council, an increase of 15% on the 73% recorded in 2018. 74% believe the Council provides good value for money, which is above the GB average of 51% and is an increase of 13% on the 61% recorded in 2018.
Compliance with Duty of Improvement		The certificate of Compliance was received from the Local Government Auditor in relation to the Duty of Improvement 2024-25. The Council is currently progressing the implementation of the 'proposals for improvement' which were put forward by the

		NI Audit Office, to help improve the arrangements in place to secure continuous improvement and facilitate a performance improvement culture.																																	
Number of users registered to Council corporate social media channels	😊	By the end of 2024-25, there were 79,482 users registered to the Council’s corporate social media. Council issued 2,739 social media notifications during 2024-25.																																	
Number of visits to Council’s corporate website	😊	During 2024-25, the Council recorded 1,415,517 visits to the corporate website																																	
Level of absenteeism	⚠️	During 2024-25, Newry, Mourne and Down recorded 21.5 days lost per full time equivalent. This represents a decrease from 23.86 days in 2023-24. Long term absence decreased from 20.53 days in 2023-24 to 18.15 days per employee in 2024-25, while short term absence remained the same at just over 3%. 51% of the workforce had no recorded absence during 2024-25 which represents an increase when compared to the 48.5% of employees with no recorded absence in 2023-24.	Absenteeism - Days lost per full time employee <table border="1"><thead><tr><th>Year</th><th>Short term (days)</th><th>Long term (days)</th><th>Total (days)</th></tr></thead><tbody><tr><td>2018-19</td><td>3.75</td><td>0.9</td><td>4.65</td></tr><tr><td>2019-20</td><td>4.12</td><td>1.6</td><td>5.72</td></tr><tr><td>2020-21</td><td>2.37</td><td>1.7</td><td>4.07</td></tr><tr><td>2021-22</td><td>5.04</td><td>5.6</td><td>10.64</td></tr><tr><td>2022-23</td><td>5.02</td><td>8.2</td><td>13.22</td></tr><tr><td>2023-24</td><td>8.33</td><td>10.5</td><td>18.83</td></tr><tr><td>2024-25</td><td>3.38</td><td>8.1</td><td>11.48</td></tr></tbody></table>	Year	Short term (days)	Long term (days)	Total (days)	2018-19	3.75	0.9	4.65	2019-20	4.12	1.6	5.72	2020-21	2.37	1.7	4.07	2021-22	5.04	5.6	10.64	2022-23	5.02	8.2	13.22	2023-24	8.33	10.5	18.83	2024-25	3.38	8.1	11.48
Year	Short term (days)	Long term (days)	Total (days)																																
2018-19	3.75	0.9	4.65																																
2019-20	4.12	1.6	5.72																																
2020-21	2.37	1.7	4.07																																
2021-22	5.04	5.6	10.64																																
2022-23	5.02	8.2	13.22																																
2023-24	8.33	10.5	18.83																																
2024-25	3.38	8.1	11.48																																
Percentage of payments paid:		The percentage of payments made within 10 working days has decreased by 3.5% from 50% in 2023-24 to 46.4% in 2024-25 and remains one of the lowest across all regional councils ranking NMD 10/11 across Northern Ireland. The number of payments made within 30 calendar days has remained the same for 2024-25 at 95%. This is above the NI average of 91% of invoices paid within 30 calendar days and ranks Newry, Mourne and Down 3/11 across Northern Ireland. The percentage of payments paid outside 30 days has increased slightly during this period from 5% in 2023-24 to 5.63% in 2024-25. This is however below the regional average of 8.7%% for payments paid outside 30 days with the Council ranked 3/11 across Northern Ireland.																																	
Within 10 working days	▶️																																		
Within 30 calendar days	▶️																																		
Outside 30 calendar days	▶️																																		







Corporate Objective

Represent the voice of the district with our partners

Key action	Status	Update
Continue to work with key stakeholders and our statutory partners to improve the health and wellbeing across the district.	Target Progress	Green ~ 1
	Notes:	1 Health and wellbeing thematic summit was held in November 2024. A Community Planning Health and Wellbeing Action Plan has been developed, with priorities around Isolation and Loneliness, Physical Activity, Place Based Approach to Health and Wellbeing and Participatory Budgeting. The Council continue to support Health and Wellbeing activity of our Statutory and CV partners, including supporting the Integrated Care Systems (AIPB) and the projects of the Strategic Stakeholder Forum.
Continue to work with key stakeholders and our statutory partners to identify appropriate actions in relation to the climate change emergency.	Target Progress	Green ~ 1
	Notes:	1 The Council's Sustainability and Climate Change Strategy and Action Plan is being finalised, with further workshops completed during the year for key stakeholders. The target date for launch of the strategy and associated action plan is Q3 25/26. Council also continues to work with other Councils and stakeholders through various forums including: Sustainable NI, SOLACE, NILGA and APSE.

Collaborate and engage with key tourism & hospitality sector stakeholders to reinforce a strong partnership approach to tourism growth and leadership – including tourism business clusters & industry associations		Target	
		Progress	Green
Notes:		1 A proactive, partnership-led approach to tourism development is in place by working closely with key stakeholders across the tourism and hospitality sector. Central to this is its collaboration with local Visitor Experience Groups focused on culture and heritage, food and drink, and outdoor activity and adventure. These groups bring together local businesses and organisations to co-develop authentic visitor experiences, celebrate the region's unique assets, and drive product innovation and are a key mechanism to engage businesses on showcasing visitor experiences. The importance of strategic partnerships at a regional level is key through regular engagement with Tourism NI and Tourism Ireland and being an active member of the Northern Ireland Tourism Alliance (NITA) and the Northern Ireland Hotels Federation (NIHF) and Association of Visitor Attractions and Experiences, NMDDC ensures its tourism strategy aligns with broader industry priorities. These memberships provide valuable insight into sector trends, policy development, and collective advocacy, helping to strengthen the region's competitiveness and resilience.	

Work with partners to implement the Community Plan and deliver better outcomes / improve the quality of life for all		Target Progress Green
	Notes:	1 Priority Activity Taken forward includes, PB action plan, update of the Sustainable Housing Action Plan and adoption of the Health and Wellbeing Action Plan. The CPP continue to support Partner Led Projects such as the NMD Youth Voice, Community Support Partnership, LMPs and LEPs.
Support elected members in their advocacy role around key local actions		Target Progress Green
	Notes:	1 By ensuring councillors are informed, resourced, and procedurally supported, Democratic Services helps them champion local priorities, hold decision-makers to account, and represent their communities effectively within and beyond the council
Implementation of Elected Member Development programme		Target Progress Amber
	Notes:	1 Personal Development Plans emailed to all Members - only a few responses. Continuing to try to implement the Elected Member Development Programme

Measure of Success	Status	Explanatory note
Compliance with the duty of Community Planning		During 2024-25, the Council continued to comply with the statutory duty of community planning. The Community Planning Partnership met three time during the past year.
Percentage of residents who are satisfied with their local area as a place to live		The 2022 Residents Survey revealed that 91% of residents are satisfied with their local area as a place to live, which is well above the GB average of 81% and is an increase of 1% on the figure recorded in the 2018 Residents Survey. 99% of residents in the Slieve Croob DEA are satisfied with their local area as a place to live, compared to just 59% in the Newry DEA. Older residents are also more likely to be satisfied with their local area as a place to live than younger residents. The top perceived problems identified by residents are dog mess and fouling and rubbish or litter lying around.
Number of training events provided to elected members		There were two training events run for elected members during 2024-25 and included: Social Media Training Code of Conduct & FOI EIR Training

Performance Improvement Objective 5

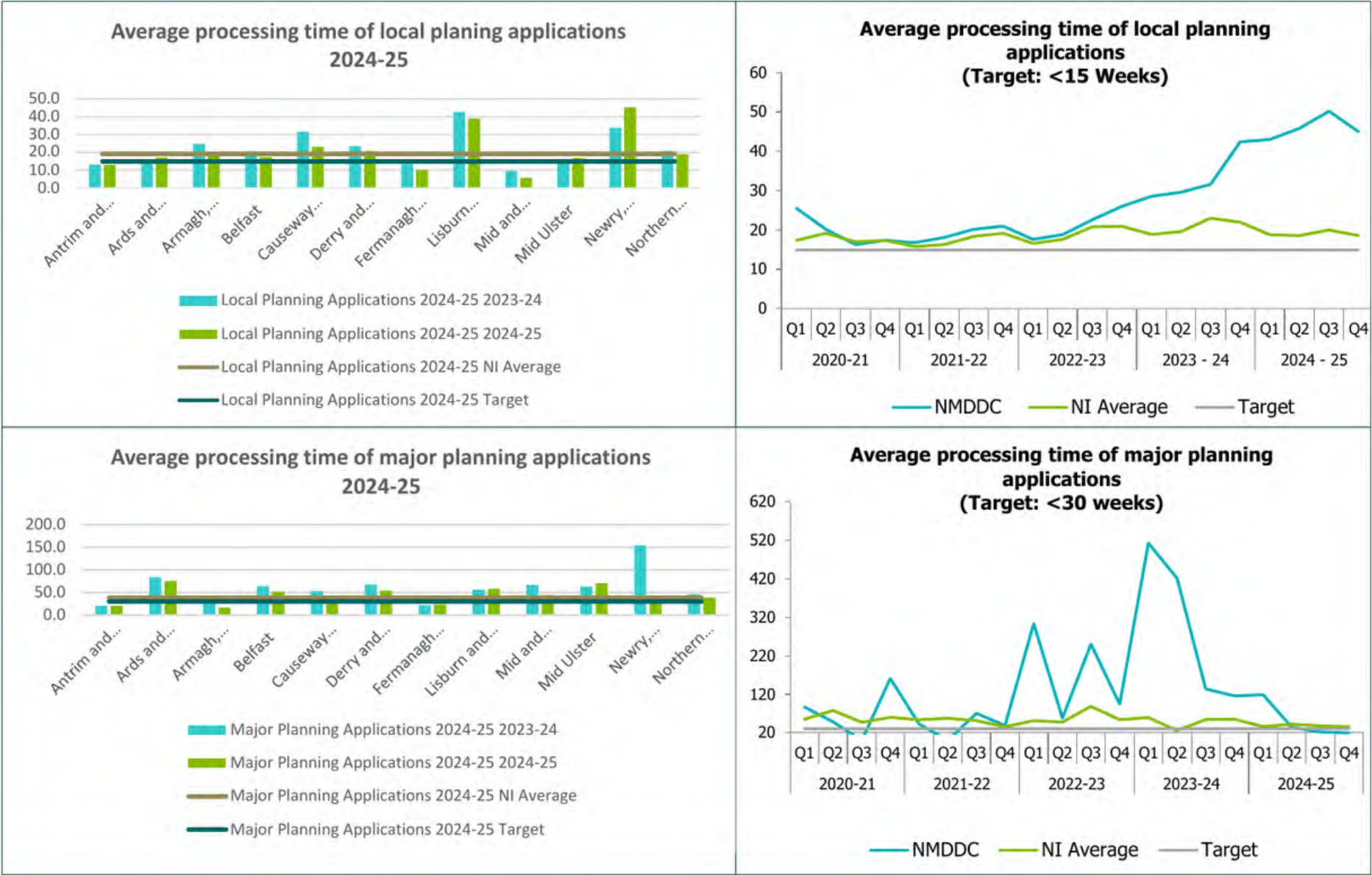
We will improve the processing times of planning applications and enforcement cases by implementing the Planning Service Improvement Programme

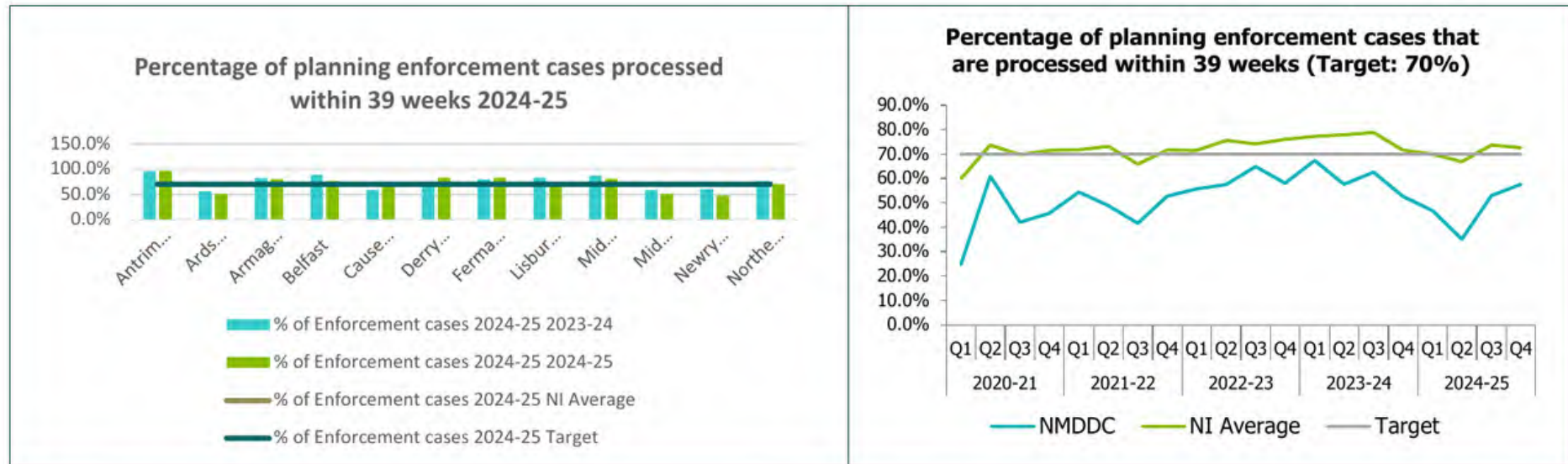
Key action		Update
Reduce the number of live planning applications and enforcement cases which have been in the system for over 12 months.		Target Progress Red * 1
	Notes:	1 The number of live planning applications which have been in the system for 12 months or more increased by 15.9% between 2023-24 and 2024-25 rising from 352 by March 2024 to 408 by March 2025. The number of enforcement cases in the system for 12 months or more decreased during this same period, falling by 4.2% from 599 cases by March 2024 to 574 cases by March 2025. Whilst the number of live planning applications and enforcement cases in the system for over 12 months remains high the Council is committed to continuing to reduce these figures.
Work with agents and architects to improve the standard of planning applications submitted.		Target Progress Green * 1
	Notes:	1 Work remains ongoing via one to one advice, workshops with agents and development of the validation check list which is now agreed in draft by Planning Committee, public consultation completed, and final draft to be presented to committee in August for implementation thereafter.

Support employees to deliver service improvements through ongoing training, capacity building and 'planning surgeries'	Target Progress Green
Notes:	1 During 2024-25 there was a number of new recruits to the planning team and a number of existing staff promoted. Principal officers and their senior team continue to provide training to staff as part of their induction and continuous development. This has been completed via team training sessions lead by Planning Managers, group training as part of plan assessments and one to one mentoring lead by Principal Planning Officer development
Effectively implement the new electronic planning system	Target Progress Green
Notes:	1 The new portal has been live since the end of 2022 and work remained ongoing during 2024-25 to amend and tweak the system. The mastergov portal module of the system is now operational.

Measure of success	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Actual	Status Trend	Explanatory Note
Average processing time for local planning applications (weeks)	18.8	21.6	33.7 (Target: <15 weeks)	45.2 (Target: <15 weeks)	 	During 2024-25, Newry, Mourne and Down received 1,141 local planning applications which is the third highest across Northern Ireland behind Belfast and Mid Ulster but represents a 10.6% decrease when compared to 2023-24. The processing time for local planning applications increased from 33.7 weeks in 2023-24 to 45.2 weeks in 2024-25 which is above the regional average of 19.0 weeks and exceeds the statutory standard of <15 weeks. Newry, Mourne and Down processed 4.4% of local planning applications within the statutory standard for 2023-24, a decrease of 5.5% compared to 2023-24. The Council is currently ranked 11/11 across Northern Ireland for processing local planning applications.
Average processing time of major planning applications (weeks)	44.3	89.0	154.8	29.6		During 2024-25, Newry, Mourne and Down received fourteen major planning applications, six more applications than what was received in 2023-24. The processing time for major planning applications decreased from 154.8 weeks in 2023-24 to 29.6

			(Target: <30 weeks)	(Target: <30 weeks)		weeks in 2024-25 which was the highest decrease in processing times recorded across all 11 Councils. It is below the regional average of 39.6 weeks and is within the statutory standard of <30 weeks. 53.8% of major planning applications were processed within the statutory standard, an increase of 39.5% compared to 2023-24 with the Council ranked 5/11 across Northern Ireland.
Percentage of planning enforcement cases progressed within 39 weeks	48.5%	58.6%	60.0% (Target: 70%)	47.6% (Target: 70%)	 	Within Newry, Mourne and Down in 2024-25 there were 263 enforcement cases opened, representing an increase of 5.2% compared to the 250 cases opened in 2023-24. The percentage of enforcement cases progressed within the statutory timescale decreased by 12.4% from 60.0% in 2023-24 to 47.6% in 2024-25 however it remains below the statutory target of 70% and below the regional average of 70.7% with Newry, Mourne and Down ranked 11/11 across Northern Ireland.
Number of planning applications in the system for 12 months or more	187	228	352 (Target: 150)	408 (Target: 150)	 	Between 2023-24 and 2024-25, the number of planning applications in the system for 12 months or more increased by 15.9% from 352 in 2023-24 to 408 in 2024-25. Currently NMD has the highest number of planning applications in the system for 12 months or more across Northern Ireland.
Number of planning applications in the system for 12 months or less	871	934	1,154 (Target: 700)	1,118 (Target: 700)	 	Between 2023-24 and 2024-25, the number of planning applications in the system for 12 months or less decreased by 3.1%. Newry, Mourne and Down currently has the highest number of planning applications in the system for 12 months or less across Northern Ireland.
Number of enforcement cases in the system 12 months or more	472	500	599 (Target: 450)	574 (Target: 450)	 	Between 2023-24 and 2024-25, the number of enforcement cases in the system for 12 months or more decreased by 4.2%. Newry, Mourne and Down currently has the highest number of live enforcement cases in the system (775) across Northern Ireland, 55% of which have been in the system for two years or more.





In addition to the performance measures within the Corporate Plan, the Council continues to develop and agree suites of self imposed performance measures at all levels of the organisation, in line with the Business Planning and Performance Management Framework. This is evidenced through the:

- Agreed suites of performance measures within Directorate Business Plans.
- Agreed suites of performance indicators for Arts and Heritage, Building Control, Corporate Services, Community Development, Economic Development, Environmental Health, Environmental Services, Leisure and Planning, through the Association of Public Service Excellence (APSE).

As the Council's performance management arrangements continue to mature and embed, the self-imposed performance indicators will be used to manage performance at all levels of the organisation, thereby facilitating a performance improvement culture and delivering sustainable improvements for local communities.

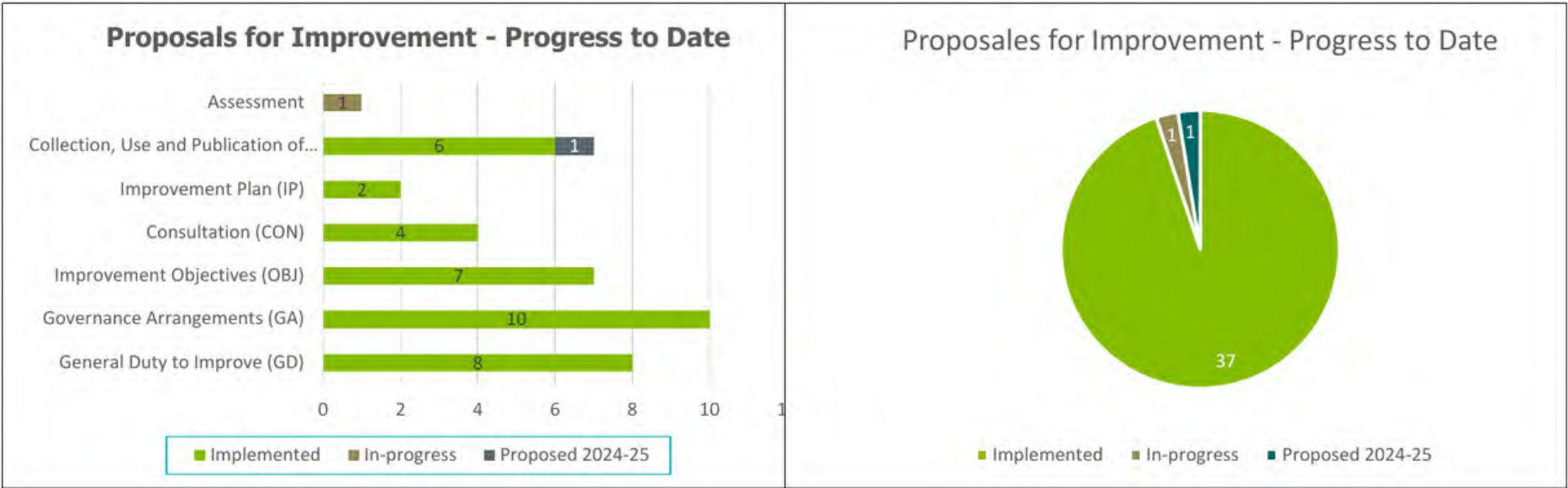
Appendix 1: Progressing the 'proposals for improvement'

Newry, Mourne and Down District Council **Performance Audit and Assessments: Proposals for Improvement - Progress Report**

For the past seven years, the Local Government Auditor has put forward 'proposals for improvement' as part of the annual Performance Audit and Assessments which are carried out by the Northern Ireland Audit Office. The purpose of the 'proposals for improvement' is to support the Council in putting in place arrangements to secure continuous improvement in the exercise of functions. The 'proposals for improvement' are categorised under the seven themes outlined below. This report provides an overview of progress to date in implementing the 'proposals for improvement', using the following legend.

- Themes:**
1. General duty to improve
 2. Governance arrangements
 3. Improvement objectives
 4. Consultation
 5. Improvement Plan
 6. Arrangements to improve
 7. Collection, use and publication of performance information

Legend	
Proposal implemented / on track to be implemented	
Proposal partially implemented / likely to be implemented	
Proposal not implemented	



Theme, Proposal and Progress to Date	
THEME: Collection, use and publication of performance information	
PROPOSAL FOR IMPROVEMENT: The Council should ensure that its improvement plan and self-assessment report are approved in line with the Council’s governance framework before publication	☹️
Since 2015, the Council has requested through the Strategy, Policy and Resources Committee, authority to publish the Performance Improvement Plan before 30 June every year, ahead of full Council ratification. This issue has never been brought up by the Northern Ireland Audit Office in any previous self-assessments.	
PROGRESS TO DATE	
Due to timing issues the performance improvement plan was not ratified by full Council before being published however the performance officer has developed a new performance schedule which has been relayed to senior management to ensure that going forward all performance improvement plans will now be ratified by full Council at the start of June and published by the 30 June statutory deadline. The 2024-25 Self-Assessment was ratified by full Council at the start of September and	

will be published by 30 September 2025 in line with the Council's governance framework and will be done this way going forward.	
THEME: Collection, use and publication of performance information	
PROPOSAL FOR IMPROVEMENT: Targets set out in the Improvement Plan should also be included within the Self-Assessment Report to enable the Self-Assessment report to be used as a standalone document	
In the self-assessment, targets, where set, have always been provided for the measures within the corporate plan. There is also a legend provided at the start of the document that indicates that if a green face is under the status column, then the target has been achieved/on track to be achieved and similarly if a red face is under the status of the measure, it indicates that the target was not achieved or is unlikely to be achieved.	
PROGRESS TO DATE	
Targets, where set, have now been included since last year and sit below the actual figure recorded for the assessment year in question. This will also be carried forward for all future Assessment of Performance reports.	
THEME: Assessment	
PROPOSAL FOR IMPROVEMENT: Council should consider enhancing transparency of the self-assessment report by providing more detailed narrative to allow the reader to better understand how Council has determined the ratings of the trends in performance. Furthermore, where there are downward trends in performance or the Council has assessed targets are not likely to be achieved, appropriate explanations should be included as to how Council intends to address this	
The Residents Survey provides robust and reliable datasets for the Council to understand and track resident perceptions of the Council and its services. It is directly aligned to and influences the content of the Corporate Plan and PIP. Best practice indicates that Residents Surveys should be carried out every 3-4 years, as resident perceptions are unlikely to change on an annual basis, and the baseline data is therefore considered 'live' for this period of time. A legend is also provided in all performance reports indicating whether a target has been achieved/partially achieved or not achieved at all and where there has been an upward or downward trend in the figures year on year.	
PROGRESS TO DATE	
A second Residents survey was carried out in September 2022 which allows a comparative and trend analysis with the previous Residents Survey and provides clear transparency in how we are performing as a Council. A status and narrative are provided against	

every action and measure within the Assessment of Performance and where downward trends are experienced an explanation on how this has occurred is provided where possible.

You will see in this Assessment Report that where applicable, a more detailed narrative has been included to allow better understanding of the Council's performance and where targets have not been achieved an explanation of what perhaps contributed to that is also included as well as what Council are doing to bring about improvement.

THEME: General duty to improve	Status
PROPOSAL FOR IMPROVEMENT: An electronic performance management system would help to achieve long term continuous improvement as it would provide the basis for a more reliable system for identifying and monitoring improvements, as well as creating efficiencies in the process that could free up time to spend on value adding activities	

Implementation of a new electronic performance system through 'OneAdvanced' has taken place. It came online in Q4 2023-24 and work has been carried out to ensure all the objectives, actions and measures across the whole suite of the Council's performance framework has been included from the Community Plan, Corporate Plan, Performance Improvement Plan, Directorate Business Plans down to Service Plans. Training has also been provided to all relevant staff and this training has been recorded for continuous reference. Reports have now begun to be completed on the system and sent to committee for approval.

The performance management system is available for relevant employees to access on the Council's managed favourites

PROGRESS TO DATE

The Council has continued to embed the Business Planning and Performance Management Framework, in order to facilitate the effective cascade of strategic objectives across the organisation. The Framework features within the Corporate Plan, Performance Improvement Plan and Directorate Business Plans, as well as the guidance for Service Plans and People Perform Grow, demonstrating how employees contribute to the achievement of community planning outcomes and strategic objectives. The Performance Improvement Policy continues to provide the content for mainstreaming the Business Planning and Performance Management Framework, and was updated in Q3 2022, in line with the 4-year policy review cycle.

The Business Planning and Performance Management Cycle has also been updated to demonstrate the integrated timeline of activity required to strengthen the alignment across the Framework and facilitate the development, implementation and review of the Community Plan, Corporate Plan, Performance Improvement Plan, Directorate Business Plans, Service Plans and People Perform Grow. The monitoring, reporting and review arrangements at each level of the Framework continue to be mainstreamed and a standard,

consistent approach has been developed for performance reporting, using the red/amber/green status. Performance reports are available to a range of stakeholders through the Council's website and Committee reporting arrangements.

Community Plan

The Community Planning team facilitated the continued implementation of the Community Plan in 2024/25 which included:

Launch of Housing Action Plan

Health and Wellbeing Thematic Summit and Action Plan

Participatory Budget Action Plan

Other partnership priorities

Corporate Plan

The Council's new Corporate Plan 2024-27 has been approved through the Council's committee structure. The implementation has commenced with the first assessment of the new objectives, actions and measures being completed through this self-assessment report 2024-25.

Performance Improvement Plan

The Council published the Performance Improvement Plan 2025-26 ahead of the statutory deadline but before full ratification of Council. All the performance improvement objectives were carried forward from 2024-25, with a number of new measures and supporting actions included following consultation with relevant officers and the public consultation. All were developed and updated in close liaison with officers, approved by the Senior Management Team and Strategy, Policy and Resources Committee, and subject to a public consultation process between March-May 2025.

Directorate Business Plans

Four Directorate Business Plans 2025-26 were developed and approved by the Senior Management Team and relevant Council Committees. Each Business Plan also includes objectives, key actions and measures for success which are aligned to the new corporate objectives. All Directorates are very proactive in engaging employees in reviewing and developing the Business Plan, organising workshops and business planning sessions.

Service Plans

During 2019-20, the Council agreed a corporate approach to developing and mainstreaming Service Plans, as a tool to enable departments to turn plans into action, monitor performance and strengthen the effective cascade of strategic objectives to departments, teams and employees. Service Plans were subsequently introduced in 2021-22 to provide an overview of the operational activity and key improvements that are planned for the year ahead, helping to ensure that teams and employees are working towards shared and agreed objectives. All departments developed a Service Plan during 2024-25, and some departments, particularly the Sustainability and Environment Department were very proactive in engaging employees in the development of the 2025-26 Service Plan.

Individual Performance

During 2019-20, the Council developed Individual Performance through the 'People Perform Grow' pilot, which seeks to align the contribution of employees to the corporate objectives and community planning outcomes, as demonstrated through the Business Planning and Performance Management Framework. However, in response to the COVID-19 pandemic, People Perform Grow was suspended and was subsequently launched during 2021-22 for tier four employees and above. During 2022-23, 'People, Perform, Grow' was rolled out to employees at tier 5 with People Perform Grow templates linked to individual performance objectives with the relevant Service Plan, in order to strengthen the cascade of corporate objectives to all employees across the organisation. An e-learning module and brochure was developed to support the effective implementation of People Perform Grow, and performance management arrangements have been introduced, through the 'PPG Tracker', to monitor progress in employee participation in People Perform Grow. Progress is reported through the Corporate Performance Dashboard on a quarterly basis.

During 2024-25, The Learning & Development team continued to promote the implementation of the PPG process. This included, 12 PPG roadshows delivered, reaching over 300 employees and mandatory PPG training module completed by over 550 skillgate users. There has been an increase in the number of PPG conversations undertaken in 24/25, however, there is further work to promote and encourage line managers to complete PPG conversations in 25/26. This work will continue

The Corporate Performance Dashboard continues to provide an overview of the overall organisational health of Newry, Mourne and Down District Council, using a suite of statutory and self-imposed performance measures across a range of key functions. The Corporate Performance Dashboard will now be aligned to the objectives within the Corporate Plan 2024-27 and risks within the Corporate Risk Register. It provides a platform to monitor performance on a quarterly basis, identify areas of good performance, address areas of under-performance and secure continuous improvement in the delivery of key functions. The Corporate Performance Dashboard 2024-25 is made up of 18 performance measures, including the seven statutory performance indicators for economic development, waste management and planning. These performance measures may change on an annual basis and will continue to be aligned to specific organisational objectives, risks and areas for improvement.

THEME: Governance Arrangements	Status
PROPOSAL: The Council should consider using Internal Audit to review the performance improvement arrangements.	
The Council views the annual audit carried out by NIAO around the current Performance Management arrangements to be more than sufficient. However, the Council does recognise the value of engaging the Internal Audit function to identify and deliver improvements, specifically those which do not necessarily fall within the scope of NIAO audit, such as around data validation and monitoring. To this end, in 2018, an Internal Audit of the APSE PI's was carried out and all recommendations were implemented. An Internal Audit of the Corporate Plan's Performance Indicators took place in Q4 2022-23 and the Council also agreed a 4-year Internal Audit plan in April 2023 with an audit of Performance included for two of those four years with an option to increase if necessary.	
PROGRESS	
The Performance section had a 'Performance Data and Validations' audit take place in Q4 2024-25, which looked at a number of measures within the Performance Improvement Plan 2024-25. The review looked specifically at the validation processes for certain measures including statutory indicators as well as internally collected data and measures. Whilst the audit identified some improvements which could be incorporated into the Council's systems for the performance data and validation process, the Council did receive a satisfactory level of assurance regarding the effective and efficient achievement of the Council's objectives. In Q4 2022-23, the Council worked with ASM to agree the Terms of Reference for an audit of specific measures of success within the Corporate Plan 2021-23. The audit identified a number of improvements which could be incorporated within the Council's systems in relation to the performance measures in the 2021-23 Corporate Plan which have been implemented where possible within the new Corporate Plan 2024-27. Based on the information they reviewed however, they considered that the existing systems in place for recording and validating data for performance measures in the 2021-23 Corporate Plan were basically sound and provided a satisfactory level of assurance regarding the effective and efficient achievement of the Council's objectives. This process provides assurance that the necessary data collation processes are in place to ensure robust, reliable and accurate datasets are reported in the public domain, ahead of the publication of the new Corporate Plan 2024-27. Performance management training took place for members of the Audit Committee in January 2021, exploring the role of Elected Members in building high performing organisations. Performance and improvement is a standing item on the agenda of the quarterly Audit Committee meetings and has featured as a regular agenda item at the monthly Strategy, Policy and Resources Committee meetings. In addition, all Standing Committees of Council consider performance information in relation to their specific functions on an ongoing basis, which is supplemented by the mid-year and annual reviews of their respective Directorate Business Plan. Elected Members have also been actively engaged in identifying key local issues and informing the development of the Corporate Plan 2024-27 and Performance Improvement Plan 2024-25.	

THEME: Improvement Objectives	Status
PROGRESS	
All of the 2024-25 performance improvement objectives have been carried forward to 2025-26. These performance improvement objectives are based on set criteria and are aligned to the outcomes within the Programme for Government and Community Plan for Newry, Mourne and Down, as well as the strategic objectives within the Corporate Plan 2024-27. The five performance improvement objectives were endorsed through the public consultation and engagement process which was carried out during Q4 2024-25 and Q1 2025-26. These objectives are considered to be specific, focused and measurable, and were approved by the Senior Management Team and Strategy Policy and Resources Committee in June 2025 and published before 30 June 2025, ahead of full Council ratification, in order to meet the statutory deadline. 1. We will support the health and wellbeing of local people by improving our leisure facilities and services 2. We will contribute to growing the economy by supporting local businesses and job creation 3. We will improve the cleanliness of our District by continuing to promote recycling and addressing littering, fly tipping and dog fouling incidents 4. We will improve our sustainability and reduce our impacts in relation to climate change 5. We will improve the processing times of planning applications and enforcement cases by implementing the Planning Service Improvement Programme The NI Audit Office has confirmed that the performance improvement objectives carried over are legitimate, clear, robust, deliverable and demonstrable, covering a range of Council services that relate to improving Council functions or improving services for communities. As part of the process to redefine the current suite of performance improvement objectives, the Council reviewed the 'supporting actions' and 'measures of success' which underpin each objective, in order to ensure they remain meaningful and that their achievement can demonstrate improvement. Where possible and appropriate, baseline data for each 'measure of success' has been included in the Performance Improvement Plan 2025-26, to demonstrate performance trends over time and targets for improvement have also been agreed.	
THEME: Consultation	
PROGRESS	

The Council continues to implement a robust and inclusive consultation and engagement process in relation to the development of the annual performance improvement objectives. Overall, the 2025-26 consultation and engagement process resulted in 33 completed surveys and engagement with 60 stakeholders through the Newry DEA Forum, Downpatrick DEA Forum, Slieve Croob DEA Forum and Rowallane DEA Forum as well as Section 75 groups, including Newry, Mourne and Down Youth Voice and the Cedar Foundation. This consultation and engagement process was launched through the Council’s website, under its consultations page, publicised through public notices in local newspapers and through the Council’s social media channels and supplemented by the 764 responses to the Residents Survey in 2022. The majority of consultees agreed with the proposed performance improvement objectives 2025-26.	
THEME: Improvement Plan	
PROGRESS	
The Council published the Performance Improvement Plan 2025-26 ahead of the statutory timescale of 30 June 2025. The Council has also published the summary document ‘Our Performance Looking Back Going Forward’, to provide a user-friendly overview of retrospective performance during 2024-25 and the forward-looking performance objectives for 2025-26.	
THEME: Arrangements to Improve	
PROGRESS	
The Council continues to progress, implement and embed its arrangements to achieve the objectives, key actions and measures of success within the Corporate Plan, Performance Improvement Plan, Directorate Business Plans, Service Plans and People Perform Grow. The arrangements to deliver the performance improvement objectives continue to evolve and are supported by Objective Delivery Plans which provide a detailed overview of how the objectives and associated actions are managed, monitored and reported, under the direction of the Senior Responsible Officer.	
THEME: Collection, Use and Publication of Performance Information	Status
PROGRESS	
The Business Planning and Performance Management Framework demonstrates the alignment that exists between the Community Plan, Corporate Plan, Directorate Business Plans, Service Plans and People Perform Grow. It has been supplemented by an agreed cycle of activity required to embed the Framework across the organisation. All elements of the Business Planning and Performance Management Framework are currently being progressed and embedded across the organisation.	
In addition to the statutory performance indicators and standards, the Council has developed and agreed suites of self-imposed performance indicators which underpin the Corporate Plan, Performance Improvement Plan and Directorate Business Plans. These plans provide the strategic and operational context for the work of the organisation, and year on year progress against the indicators is	

monitored and reported through the annual Assessment of Performance, as well as the annual and bi-annual assessments of the Performance Improvement Plan and Directorate Business Plans. The Council has also developed Performance Profiles for each Directorate to present baseline performance information in a meaningful and consistent way, to facilitate a performance led approach to business planning and embed a culture of improvement.

The Council continues to form part of APSE Performance Networks and has collated benchmarking data across a range of services since 2016-17. This information has been analysed and reported to the Senior Management Team and Corporate Management Team through the Performance Profiles as well as specific APSE Reports, ensuring a performance led approach to business planning, specifically in relation to Directorate Business Plans and Service Plans. An internal audit of APSE performance indicators was carried out by ASM in November 2018, in order to assess the reliability of the existing benchmarking arrangements and validate the accuracy and integrity of selected APSE performance indicators. The internal audit confirmed that the existing systems in place to validate performance indicators can provide satisfactory assurance regarding the effective and efficient achievement of the Council's objectives and all recommendations have now been implemented.

Through the Assessment of Performance, the Council continues to benchmark performance with other Councils, specifically in relation to economic development, planning, waste management and prompt payments. The Councils also compares year on year performance across a broad range of performance measures within the Corporate Plan and Performance Improvement Plan.

Appendix 2: The Golden Thread



Ár bhFeidhmíocht Ag Amharc Siar, Ag Dul Chun Cinn

Our Performance Looking Back, Going Forward



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

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

The Local Government (NI) Act 2014 sets out a general duty of improvement for local government, whereby all District Councils must put in place arrangements to secure continuous improvement in the exercise of their functions.

Looking Back

Assessment of Performance 2024-25

Every year, we are required to publish an Assessment of Performance to demonstrate whether planned improvements have been achieved. The Assessment of Performance sets out progress against the current 'measures of success' within the:

- **Corporate Plan 2024-27**
- **Performance Improvement Plan 2024-25**
(including the statutory performance indicators and standards)

Our performance has been tracked against set targets and trends over time, using the legend below.

Status	Trend
 Target or objective achieved / on track to be achieved	 Performance has improved since the previous year
 Target or objective partially achieved / likely to be achieved / subject to delay	 Performance is similar to the previous year
 Target or objective not achieved / unlikely to be achieved	 Performance has declined since the previous year

Our District, Our Organisation, Our Performance



District

Population: 182,074

Households: 68,397

7 District Electoral Areas

41 Elected Members

1,000+ employees

88% of residents are
satisfied with the Council



Community

Life expectancy:

Male: 78.9 years /

Female: 82.6 years

Age Profile: 0-15 years:

22% / 65+ years: 17%

87% of residents agree
that their local area is a place
where people from different
backgrounds get on well
together

100% of residents feel safe
during the day, 78% of
residents feel safe after dark

55 Neighbourhood Watch
Schemes

18,407 food parcels
delivered to vulnerable
households

£12.3m awarded through
the Financial Assistance
Scheme since 2015



Tourism

In 2023:

Numbers of overnight
stays 482,585

Level of visitor spend -
£79,139,615

Three Areas of Outstanding
Natural Beauty

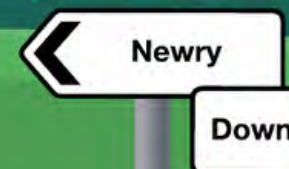
5 'green flag' parks and
3 'blue flag' beaches



Newry
Town Hall



Newry Leisure Centre





Health and Wellbeing

82% of residents feel they are in very good or good health

83% of residents are physically active at least once a week for 30mins

73.5% of customers are satisfied with the Council's six leisure facilities

200k recorded visits at community trails

Over 525,000 recorded visits to Kilbroney and Slieve Gullion Forest Parks for the last 9 months of 2023-24



Economy

Employment rate: 65.5%

9,515 VAT Registered Businesses

23.1% of the population aged 16 years and over have no qualifications

206 new jobs promoted through business start activity

231 businesses supported delivered through economic development programmes



Environment

Recycling is important to 91% of residents

Top perceived problem for residents: Dog mess and fouling

Recycling rate: 49.0%

185 community clean ups supported since 2020

Second lowest level of waste to landfill across all NI Councils



Performance at a Glance

A snapshot of the past year

Performance Improvement Objective	Progress	Status Trend
 We will support the health and wellbeing of local people by improving our leisure facilities and services	4% decrease in paid attendances at Council leisure centres	▼
	89% increase in the number of people participating in targeted health programmes	😊 ▲
	67% decrease in the number of young people participating in targeted youth health and wellbeing initiatives.	😞 ▼
	1.3% increase in the number of Council leisure centre memberships	😊 ▲
	4 capital leisure projects progressed	😊 ▲
	25% decrease in recorded visits of community trails	😞 ▼
 We will grow the economy by supporting local businesses and creating new jobs	206 new jobs promoted through business start activity	😊 ▲
	12 new social enterprise businesses supported and 16 new social enterprise jobs created	😊 ▲
	175 new enterprises created as a result of support	😞 ▲
	221 existing businesses supported to progress growth and scaling ambitions	😊 ▼
	Several 'Make it Local' campaigns rolled out across the District'	😊
 We will improve the cleanliness of our District by addressing littering, fly tipping and dog fouling incidents	31 fixed penalty notices issued and 26 paid	😞 ▲
	100% of community clean ups supported	😊
	Decrease in the rate of recycling, to 49.0%*	😊 ▶
	Second lowest levels of waste sent to landfill across all NI Councils	😊 ▲
	15 'Live Here, Love Here' environmental projects supported	▲
	Anti-littering and responsible dog ownership campaigns rolled out	😊

Performance Improvement Objective	Progress	Status Trend
 We will improve our sustainability and reduce our impacts in relation to climate change	1 vehicle within the Council fleet that has an alternative fuel source	😊
	0 Council supported EV charging points installed	😞
	79% of Council fleet younger than 8 years.	😊 ⚠️
	Biodiversity Strategy 2024-30 approved and launched	😊
	257 trees planted on Council managed estate	😞 ▼
 We will improve the processing times of planning applications and enforcement cases by implementing the Planning Service Improvement Programme	The Council received the third highest number of planning applications across the 11 Councils.	😊
	The processing time for local planning applications increased from 33.7 weeks in 2023-24 to 45.2 weeks in 2024-25	😞 ▼
	The processing time for major planning applications increased from 154.8 weeks in 2023-24 to 29.6 weeks in 2024-25	😊 ⚠️
	The number of planning applications in the system for 12 months or more increased from 352 by year end 2023-24 to 408 by year end 2024-25	😞 ▼
	The number of enforcement cases in the system for 12 months or more has increased from 599 in 2023-24 to 574 by year end 2024-25.	😞 ⚠️

*The 2024-25 data in relation to the statutory performance indicators for waste management remains provisional, as the end of year validated data will be published by DAERA in Q3 2025-26.

Going Forward

Performance Improvement Objectives 2025-26



Every year, we are required to set performance improvement objectives for the services we provide, and to have in place arrangements to achieve these objectives. These objectives seek to address the issues which matter most to local people, and are:

Linked to the Community Plan, Corporate Plan and Directorate Business Plans	✓
Based on existing performance information	✓
Aligned to the seven strategic aspects of improvement	✓
Based on stakeholder consultation and engagement	✓



Objective 1
We will support the health and wellbeing of local people by improving our local facilities and services

What you will see:

- 757,500 paid attendances at our six leisure centres by the end of 2025-26
- Increase in the number of people participating in targeted health programmes to 22,000.
- Increase the number of memberships being taken out to 10,100.
- 2 play parks upgraded
- 2 new build and/or upgraded capital leisure projects progressed.
- Works to be commenced on Kilkeel Leisure Centre upgrade.
- Planning permission and contract tender agreed for Jennings Park upgrade
- Financial assistance allocated for sports clubs to the value of £225,000 for capital projects.
- Leisure-Safe Accreditation being worked towards for all indoor leisure facilities.
- 'Mystery Visitor' Programme implemented and baseline established



Objective 2
We will contribute to growing the economy by supporting local businesses and job creation

What you will see:

- 289 business plans created for Start-Up businesses and employer enterprises
- Over 700 participants engaged across all Go Succeed activity
- Support provided to 220 existing businesses to progress growth and scaling ambitions
- 173 new jobs promoted via business start-up activity.
- 12 social enterprise start-ups supported and 12 social enterprise jobs created
- Continued support for new and established local businesses
- Continued support for the growth of new employment opportunities
- Continued support to grow a labour market that is economically active and prosperous



Objective 3

We will improve the cleanliness of our District by continuing to promote recycling and addressing littering, fly tipping and dog fouling incidents

What you will see:

- Increase in the number of fixed penalty notices issued and paid
- Responsible dog ownership and reduced levels of dog fouling, littering and illicit dumping
- Improved opportunities to report littering, dog fouling and illicit dumping
- Reduction in the disposal of paint from our Household Recycling Centre sites
- Opportunities to engage in community clean ups
- Increased awareness of environmental messaging on issues including recycling, dog fouling and littering
- A cleaner, greener District, with improved civic and community pride
- Street cleanliness inspection systems identified for use within Council



Objective 4

We will improve our sustainability and reduce our impacts in relation to climate change

What you will see:

- Publication of the Council's Climate Change and Sustainable Development strategy and Climate Change Adaptation Plan
- Implementation of the new Newry, Mourne and Down Biodiversity Strategy (2024-2030)
- Publication of Council's Tree Strategy
- 2,800 new trees planted across the District
- Carbon baseline established for Council estate
- Renewable energy baseline established for Council estate
- Energy consumption baseline established for Council estate
- Increase in the percentage of younger, less polluting vehicles within the Council fleet
- A reviewed Active Travel Master plan
- New electric vehicles operating within Council fleet
- Publication of the Climate Change Mitigation Report in accordance with The Climate Change (Reporting Bodies) Regulations (Northern Ireland) 2024



Objective 5

We will improve the processing times of planning applications and enforcement cases by implementing the Planning Service Improvement Programme

What you will see:

- A more efficient and effective planning service
- Improved processing times for local and major planning applications
- Improved processing times for planning enforcement cases
- Reduction in the number of live planning applications and enforcement cases in the system
- An empowered and motivated workforce
- Increased confidence in the Planning system
- Sustainable development and regeneration of the District
- Commencement of public representation on the Draft Plan Strategy

Have your say

We welcome your feedback and suggestions on how Council services can be improved in the future. Full copies of the following documents are available to download from our website www.newrymournedown.org as follows:

- **Performance Improvement Plan 2025-26**
- **Assessment of Performance 2024-25**

This document is available in alternative formats upon request.

For more information, contact:

Performance and Improvement
Newry, Mourne and Down District Council
O'Hagan House, Monaghan Row, Newry
Co Down, BT35 8DJ

0330 137 4007
performance@nmandd.org

0330 137 4000
info@nmandd.org
www.newrymournedown.org

 facebook.com/nmdcouncil

 x.com/nmdcouncil

Oifig an Iúir
Newry Office
O'Hagan House
Monaghan Row
Newry BT35 8DJ

Oifig Dhún Pádraig
Downpatrick Office
Downshire Civic Centre
Downshire Estate, Ardglass Road
Downpatrick BT30 6GQ

Report to:	Strategy, Policy and Resources Committee
Date of Meeting:	14 August 2025
Subject:	Statutory reporting: 1) Section 75 Policy Screening Report – Quarterly Report for period April – June 2025 2) Newry, Mourne and Down District Council Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2024-2025
Reporting Officer:	Carol McClean, Assistant Director Legal and People
Contact Officers:	Colin Moffett, Head of Corporate Policy Suzanne Rice, Corporate Policy and Equality Officer

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

For decision	☐	For noting only	☒
---------------------	--------------------------	------------------------	-------------------------------------

1.0	Purpose and Background
1.1	In line with Council's Section 75 statutory duties and commitments within our approved Equality Scheme; policy screening reports are published quarterly; and Council will prepare an annual report on the progress made on implementing the arrangements set out in its equality scheme to discharge its Section 75 statutory duties. The Quarterly Report for the period April to June 2025, including screening reports, is available on Council's website www.newrymournedown.org.
2.0	Key issues
2.1	As per the Council's approved Equality Scheme: • All policies Council proposes to adopt must be equality screened, prior to implementation, to assess the likely impact of the policy on the promotion of equality of opportunity and/or good relations. • Council must publish quarterly reports on equality screening which are available on Council's website and forwarded to equality scheme consultees. • The Section 75 annual progress report should be sent to the Equality Commission for Northern Ireland by 31 August each year and will follow any guidance on annual reporting issued by the Equality Commission. • The latest Section 75 annual progress report should be available on Council's website.
3.0	Recommendations
3.1	I. To note the Section 75 Policy Screening Report – Quarterly Report for period April – June 2025. II. To note Newry, Mourne and Down District Council's Public Authority Statutory Equality and Good Relations Duties Annual Progress Report for the period 2024 -

	2025 for submission to the Equality Commission for Northern Ireland by 31 August 2025.
4.0	Resource implications
4.1	No financial or resources implications are anticipated.
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 ☒
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i> Yes ☐ No ☒ If yes, please complete the following: The policy (strategy, policy initiative or practice and / or decision) has been equality screened ☐ The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation ☐
5.3	<i>Proposal initiating consultation</i> 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 ☐ Consultation period will be 12 weeks ☐ Consultation period will be less than 12 weeks (rationale to be provided) ☐ <i>Rationale:</i>
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 Yes ☐ No ☒ If yes, please complete the following:

	Rural Needs Impact Assessment completed ☐
7.0	Appendices
	Appendix I: Section 75 Policy Screening Report – Quarterly Report for period April – June 2025 Appendix II: Newry, Mourne and Down District Council Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2024-2025
8.0	Background Documents
	Newry, Mourne and Down District Council Equality Scheme.

**Newry, Mourne and Down District Council Section 75 Policy Screening Report
Quarterly Report April - June 2025**

Policy	Details of policy	Screening Outcome
Newry, Mourne and Down District Council's Performance Improvement Plan 2025-26	The Performance Improvement Plan 2025-26 includes the following five objectives, all of which are linked to Community Plan and Corporate Plan 2024-27. 1. We will support the health and wellbeing of local people by improving our leisure facilities and services 2. We will contribute to growing the economy by supporting local businesses and job creation 3. We will improve the cleanliness of our District by continuing to promote recycling and addressing littering, fly tipping and dog fouling incidents 4. We will improve our sustainability and reduce our impacts in relation to climate change 5. We will improve the processing times of planning applications and enforcement cases by implementing the Planning Service Improvement Programme.	No EQIA considered necessary
Procurement Policy	The Policy has been updated to reflect the new Procurement Act 2023 & 2024 Regulations that came into effect on 24 February 2025. The procedures are now in a separate internal document for staff.	No EQIA considered necessary
Policy on requests to plant a tree on Council property	The aim of this policy is to provide the framework for a consistent approach to decision-making in relation to requests to plant a tree(s) on council property.	No EQIA considered necessary

Policy on new Artworks/Sculptures on council property	The aim of this policy is to provide the framework for a consistent approach to decision-making in relation to the installation of new artworks/sculptures on council property.	No EQIA considered necessary
Policy on naming Council facilities	The aim of this policy is to provide the framework for a consistent approach to decision-making in relation to naming of Council facilities. The policy also addresses requests regarding park benches and plaques.	No EQIA considered necessary
To install automated height restriction barriers at entrance to Castle Park Car Park, Newcastle and permanent height restriction barriers at the Square Car Park, Warrenpoint	The aim is to maximise parking management within Newcastle and Warrenpoint, and also address insurance matters and mitigate risk regarding motorhome parking as this is not a designated motorhome parking site.	No EQIA considered necessary

Newry, Mourne and Down District Council



Public Authority Statutory Equality and Good Relations Duties
Annual Progress Report

Contact details:

Section 75 of the NI Act 1998 and Equality Scheme	Name: Suzanne Rice Telephone: 0330 137 4000 Email: suzanne.rice@nmandd.org
Section 49A of the Disability Discrimination Act 1995 and Disability Action Plan	As above ☒ Name: Telephone: Click or tap here to enter text. Email:
Documents published relating to our Equality Scheme can be found at:	www.newrymournedown.org
Signature:	

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

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

This report reflects progress made between April 2024 and March 2025

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

- 1 In 2024-25, please provide **examples** of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved.

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

In the 2024-2025 reporting period, Newry, Mourne and Down District Council continued to ensure the promotion of equality of opportunity and good relations. Examples of key policy/service delivery developments and outcomes and improvements achieved included the following:

1) Councillor's Equality and Good Relations Reference Group

As outlined in previous reports, the Equality and Good Relations Reference Group continues to be the council's facilitated discussion space for potentially sensitive and contentious issues. The meetings operate under Chatham House Rules, and everyone is encouraged to speak freely on issues raised.

Five meetings of the reference group took place during the reporting period. Matters discussed included the following:

Notice of Motion - Good Relations Programme

"That this is Council recognises the vital role of Good Relations programmes in supporting reconciliation in a society recovering from conflict, bringing communities together, creating shared spaces, challenging sectarian, racism and other forms of prejudice, and promoting respect for all cultural identities; strongly condemns the recent violence and targeting of businesses; encourages greater support and investment for sporting and cultural events as a mechanism for uniting local communities; registers its disappointment that an enhanced and fully-funded regional Good Relations Strategy has not been prioritised since the restoration of the NI Assembly; further records its disappointment that the reduction in good relations funding granted in 2023/24 to Councils by The Executive Office has not been reinstated to previous levels; and requests a review from Officers of the progress and future opportunities available to enhance Good Relations programmes to be completed in 6 months"

PART A

189

Following discussion, the motion was amended, and Council respond to the consultation of The Executive Office budget allocation 2024-2025 outlining the concerns raised in the above motion.

80th Anniversary VE and VJ Day 2025

Following a correspondence from Bruno Peek CVO OBE OPR enquiring how Council planned to recognise the anniversaries, Councillors discussed this item at several meetings. It was agreed a Financial assistance programme of £30,000 be introduced for groups to commemorate the anniversaries. The outcome of this financial assistance will be reported on in the next year's annual report.

Ulster Scots Development

Following the presentation of a report detailing feedback from engagement with groups in September 2024, approaches undertaken by other councils in relation to Ulster Scots and inhouse training delivered to council staff, it was agreed that officers would develop a draft Ulster Scots policy. Following the presentation of this policy, members recommended that a public consultation be undertaken. As the consultation closed in July 2025, the results of this consultation will be included in the next years return to The Equality Commission.

Town and village signage

Signage was discussed at a number of meetings. A proposed approach for the implementation of the town and village signage was presented to members. Following lengthy discussions and consideration of multiple options at meetings, consensus would not be reached on this matter and was directed to a Council meeting to address.

2) Promotion of inclusive events

Council's events team continued to ensure inclusivity is key for all Council events during the reporting period. This included sensory activities at the 'Christmas light switch on' events across the district as well as The Wake the Giant festival in Warrenpoint and Footsteps in the Forest event in Slieve Gullion. Council continued to promote via social media the locations of all accessible facilities available at each event.

The Eats and Beats Festival 2024 in Newcastle ensured it was developed and delivered in a way that would positively improve the experience for visitors, including people with a disability and people with caring responsibilities for dependants. The Visit Mourne web page detailed extensive information for visitors regarding Access at Eats and Beats which included:

- The site description including the terrain.

PART A

190

- The location of three areas of accessible parking for blue badge holders.
- A viewing platform at the stages for people in wheelchairs.
- A transition ramp for anyone accessing the playing fields at Donard Park.
- The park and ride service, including the frequency and duration, and that accessible buses will be provided.
- The location of toilet facilities, including accessible toilets.
- The location of a Changing places facility, what this service included and that an attendant would be there to clean the unit after each individual usage.
- Medical services, and confirmation there would be no strobe lighting and that assistance dogs were welcome.

3) Financial Assistance Programme

Newry, Mourne and Down District Council continues to support community organisations and groups through a Financial Assistance programme. Funding allocated during the 2024-2025 reporting period was as follows:

- 35 applications awarded a total of £51,215 under the Good Relations fund
- 17 applications awarded a total of £50,720 under the Irish Language fund
- 12 applications awarded a total of £12,000 under the Minority Communities fund

4) Ethnic Minority Support Centre

Between April 2024 and March 2025, the Ethnic Minority Support Centre recorded a total of 2428 visits. The Centre received approximately 120 phone calls weekly, addressing a wide range of enquiries including assistance with benefits, housing, immigration, education, and healthcare.

The breakdown of clients assisted was as follows:

- 65% Romanian/Bulgarian Roma
- 20% Polish nationals
- 13% Ukrainian, Lithuanian, and Latvian nationals
- 2% Syrian and other nationalities

The Centre continues to provide ongoing support with Universal Credit, Personal Independence Payment (PIP), tax codes, and housing, with a particular focus on clients facing challenges related to digital access. Additionally, there has been a significant increase in support requests, largely due to updates to the EU Settlement Scheme and the introduction of e-visas. Many clients require assistance as their EU pre-settled statuses—granted in 2019 and 2020—are now expiring. Since October 2024, the

PART A

Centre has been referring clients to e-visa clinics organised by YMCA North Down. The first referrals were made on 20 November 2024 in Newcastle. On 17 December 2024, the centre organised an e-visa clinic in Newry. There has also been an increasing number of parents are also seeking help in applying for Irish or British passports for their children and a noticeable rise in requests for support with the state pension.

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

- 2 Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2024-25 (*or append the plan with progress/examples identified*).

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

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

Principle 1: Ensuring we work in a non – discriminatory environment, promote equality, and model best practise in equality and good relations

Outcome and Impact of actions under Principle 1

- Council continued to utilise the Councillors' Equality and Good Relations Reference Group during 2024-2025 to address issues of a sensitive and contentious nature. Five meetings were held during the reporting period.
- Information on Equality and Good Relations continued to be provided to all new staff joining the organisation.
- Council continued to deliver its financial assistance programme. Across the Good Relations, Minority Communities and Irish Language themes, a total of £113,935 was awarded to 64 applicants.
- Continue to offer and expand on support services available through the Council's Ethnic Minority Support Centre and the work of the Social Inclusion Officer. During 2024-2025, 2428 people accessed the services of the centre.

PART A

- Delivery of Equality Screening, Ulster Scots, Irish Language and Autism awareness training for council staff.
- Crotlieve District Electoral Area Positive Aging Event in Warrenpoint which had 150 people in attendance.
- Slieve Croob, Rowallane and Downpatrick District Electoral Areas organised cultural dance programme across four schools.
- Council buildings 'lit up' 26 times to raise awareness and knowledge of charities and organisations and dedicated awareness days.

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

Outcome and Impact of actions under Principle 2

- Eighteen policies were equality screened during the reporting period.
- The quarterly policy screening reports were tabled at the Council's Strategy, Policy and Resources Committee and made available for download on the Council's website. Notice of this was emailed to Council's Equality Consultees.
- Continued Implementation of a Policy Development Framework which outlines a detailed corporate approach to policy development within Council. The framework allows the Head of Corporate Policy and the Corporate Policy and Equality Officer to engage with Officers through the policy development process and ensure that equality screenings have been completed (if required).
- Officers continued to utilise the corporate reporting template (presented at all council meetings). The document ensures officers detail any Equality or Good Relations implications in the council's decision-making process, and that equality screening has been undertaken or will be completed prior to implementation

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

Outcome and Impact of actions under Principle 3

- The Evidence and Research section in Council continued to provide relevant data to officers to assist with Equality Screenings, undertaking consultation and supporting decision-making.
- Monitoring data is also compiled for all users of council facilities. This data identifies those availing of Council facilities and highlighting gaps in provision.
- Council continues to ensure that information is available in alternative and accessible formats when required.

PART A

193

- Core Irish language services of the Irish Language Unit providing translation and interpretation, and simultaneous translation for meetings (as requested).
- Review and update the Council's Equality consultee database annually.
- Working with the Equality Commission for NI examining data and recruitment and selection process to inform affirmative actions.
- Council's Tourism events tailored to meet specific needs of section 75 groups. An example of this is The Wake the Giant event which took place in August 2024. Sensory events for young people were held as part of the event.
- Council continues to deliver Autism friendly swimming sessions in Council leisure centres.
- Improvement works to Council toilet amenities which included accessibility upgrades and a new Changing Places facility in Newcastle.
- Accessible ramps upgrade to outdoor bowling greens across the district.

Principle 4: Recruiting and employing people fairly

Outcome and Impact of actions under Principle 4

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

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

Outcome and Impact of actions under Principle 5

- Newry, Mourne and Down District Council has a Complaint, Comment and Compliment Policy and process in place for residents to avail of when required.
- Officers undertake investigation officer training ensuring that those undertaking internal investigations are equipped with necessary skills to do so.
- Council's Corporate Management Team receive regular reports on complaints received and outcome of same for consideration.

PART A

194

- 3** Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2024-25 reporting period? *(tick one box only)*

☐ Yes

☒ No (go to Q.4)

☐ Not applicable (go to Q.4)

Please provide any details and examples:

Click or tap here to enter text.

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

Please provide any details and examples:

Non applicable

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

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

Click or tap here to enter text.

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

Click or tap here to enter text.

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

Click or tap here to enter text.

PART A

195

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

Click or tap here to enter text.

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

Click or tap here to enter text.

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

Arrangements for assessing compliance (Model Equality Scheme Chapter 2)

4 Were the Section 75 statutory duties integrated within job descriptions during the 2024-25 reporting period? *(tick one box only)*

☒ Yes, organisation wide

☐ Yes, some departments/jobs

☐ No, this is not an Equality Scheme commitment

☐ No, this is scheduled for later in the Equality Scheme, or has already been done

☐ Not applicable

Please provide any details and examples:

Recruitment processes continued during the 2024-2025 financial year. Examples of specifically relevant duties and responsibilities listed in new job descriptions include the following:

- Promote diversity across the organisation by adhering to the Council's Equal Opportunity policies and procedures and avoiding all forms of discrimination both as an employer and a service provider.
- Promote Equality and Diversity across the organisation by demonstrating an open commitment to and actively promoting and celebrating diversity, promoting social inclusion and community cohesion.

PART A

- Work towards improving equality and diversity by ensuring that allocated targets to reduce inequalities and promote good relations are achieved.

5 Were the Section 75 statutory duties integrated within performance plans during the 2024-25 reporting period? *(tick one box only)*

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

Please provide any details and examples:

Directorate Business Plans are produced annually and detail the work and initiatives to be undertaken in each financial year. The Corporate Services Business Plan 2024-2025 makes reference to section 75 statutory duties. The Performance Improvement Plan is also Equality Screened.

6 In the 2024-25 reporting period were **objectives/ targets/ performance measures** relating to the Section 75 statutory duties **integrated** into corporate plans, strategic planning and/or operational business plans? *(tick all that apply)*

- ☐ Yes, through the work to prepare or develop the new corporate plan
- ☒ Yes, through organisation wide annual business planning
- ☐ Yes, in some departments/jobs
- ☐ No, these are already mainstreamed through the organisation's corporate plan
- ☐ No, the organisation's planning cycle does not coincide with this 2024-25 report
- ☐ Not applicable

Please provide any details and examples:

PART A

197

Newry, Mourne and Down District Council's equality and policy functions are located in the Corporate Services Directorate. The Directorate Business Plan makes specific reference to the Equality and Disability Action Plans. The Council's corporate reporting template has also been developed to ensure that Equality and Good Relations implications are considered in every decision/recommendation undertaken by Council. As stated in question 5, Directorate Business Plans are produced annually and detail the work and initiatives to be undertaken in each financial year. The Corporate Services Business Plan 2024-2025 makes reference to Council's Section 75 statutory duties. The Performance Improvement Plan is also Equality Screened.

Equality action plans/measures

- 7** Within the 2024-25 reporting period, please indicate the **number** of:

Actions completed:

21

Actions ongoing:

4

Actions to commence:

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

Delivery of Equality, Good Relations and Diversity training to Council staff

Updating and reviewing of Section 75 data to assist officers when undertaking Equality Screenings.

Engagement and participation with Diversity Ambassadors in programmes and initiatives

- 8** Please give details of changes or amendments made to the equality action plan/measures during the 2024-25 reporting period (*points not identified in an appended plan*):

Non applicable.

PART A

- 9 In reviewing progress on the equality action plan/action measures during the 2024-25 reporting period, the following have been identified: *(tick all that apply)*

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

Arrangements for consulting (Model Equality Scheme Chapter 3)

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

- ☒ All the time
- ☐ Sometimes
- ☐ Never

- 11 Please provide any **details and examples of good practice** in consultation during the 2024-25 reporting period, on matters relevant (e.g. the development of a policy that has been screened in) to the need to promote equality of opportunity and/or the desirability of promoting good relations:

An example of good practice was the focus group organised by The Schomberg Society in September 2024 to discuss further development of Ulster Scots (language culture and identity) with representatives from organisations across the district. The feedback received at the focus group has formed the basis of the 12-week public consultation survey (which ended in July 2025). The results from the consultation will be reported on in next years return.

- 12 In the 2024-25 reporting period, given the consultation methods offered, which consultation methods were **most frequently used by consultees**: *(tick all that apply)*

PART A

199

- ☒ Face to face meetings
- ☒ Focus groups
- ☒ Written documents with the opportunity to comment in writing
- ☒ Questionnaires
- ☒ Information by email with an opportunity to opt in/out of the consultation
- ☐ Internet discussions
- ☐ Telephone consultations
- ☐ Other (*please specify*): Click or tap here to enter text.

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

- 13** Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2024-25 reporting period? (*tick one box only*)

- ☒ Yes
- ☐ No
- ☐ Not applicable

Please provide any details and examples:

The Council's dedicated equality consultee email contact list continues to be utilised to engage and inform on NMDDC Equality functions/initiatives during the reporting period. Focus groups with held with representatives from Section 75 categories.

PART A

- 14** Was the consultation list reviewed during the 2024-25 reporting period? (*tick one box only*)

☒ Yes

☐ No

☐ Not applicable – no commitment to review

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

www.newrymournedown.org/corporate-policy-and-equality

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

18

- 16** Please provide the **number of assessments** that were consulted upon during 2024-25:
- 0 Policy consultations conducted **with an equality impact assessment** (EQIA) presented.
- 0 Consultations for an **EQIA** alone.

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

Not applicable.

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

☐ Yes

☐ No concerns were raised

PART A

201

☒ No

☐ Not applicable

Please provide any details and examples:

[Click or tap here to enter text.](#)

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

- 19** Following decisions on a policy, were the results of any EQIAs published during the 2024-25 reporting period? *(tick one box only)*

☐ Yes

☒ No

☐ Not applicable

Please provide any details and examples:

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

- 20** From the Equality Scheme monitoring arrangements, was there an audit of existing information systems during the 2024-25 reporting period? *(tick one box only)*

☐ Yes

☐ No, already taken place

☒ No, scheduled to take place at a later date

☐ Not applicable

Please provide any details:

[Click or tap here to enter text.](#)

PART A

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

- ☐ Yes
- ☒ No
- ☐ Not applicable

Please provide any details and examples:

Click or tap here to enter text.

22 Please provide any details or examples of where the monitoring of policies, during the 2024-25 reporting period, has shown changes to differential/adverse impacts previously assessed:

Not applicable.

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

The Council’s Evidence and Research Section continues to provide relevant statistics and data to inform and assist the development of the Equality Screening processes. The Team is currently reviewing and updating statistics.

Staff Training (Model Equality Scheme Chapter 5)

24 Please report on the activities from the training plan/programme (section 5.4 of the Model Equality Scheme) undertaken during 2024-25, and the extent to which they met the training objectives in the Equality Scheme.

Training programme delivered in 2024/2025
Talent Management Pilot Leadership Charter workshop
Effective social media for Local Authorities

PART A

203

Social Media and law training
Interviewee training
Annual review employment law
Recruitment and selection training
Do you see me? Mencap NI Event
Fundamentals of Autism
Women in Leadership – Cooperation Ireland
Dignity at work
Professional Training in Irish Language (Level 1)
Autism awareness Training
All -Island Women's Leadership Alumni Programme 2025
Empowering Future leaders Programme
Ulster Scots Training
Disability Awareness Training
Personal safety awareness

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

Delivery of Equality Screening Training by John Kremer. This was a one-day training programme which was delivered in each of the Council's two civic buildings. The training equipped officers with the necessary skills to complete Equality Screenings.

Delivery of Ulster Scots training by Ulster Scots Community Network. This four-module online course examined Ulster Scots identity, Plantation of Ulster, Takin with Ulster Scots and Family History and Ulster Scots.

PART A

204

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

- 26** Please list **any examples** of where monitoring during 2024-25, across all functions, has resulted in action and improvement in relation **to access to information and services**:

Initial meetings have taken place with representatives from AccessAble to agree a programme to undertake accessibility audits of a number of Council facilities. This included Community facilities, Leisure facilities, public parks and beaches. Further information on this initiative will be provided in next year's annual return.

Upgrade works completed in 2024 to Council public toilets facilities including accessibility upgrades and the introduction of a Changing Places facility in Newcastle.

Newry and Mourne Museum introduced an easy read guide to enhance the visitor experience of disabled or partially sighted when visiting the museum.

Complaints (Model Equality Scheme Chapter 8)

- 27** How many complaints **in relation to the Equality Scheme** have been received during 2024-25?

Insert number here: 0

Please provide any details of each complaint raised and outcome:

[Click or tap here to enter text.](#)

Section 3: Looking Forward

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

The review of the Council's Equality Scheme was completed in 2025. The review was approved by Council and the Five-year review report and revised Equality Scheme have been forwarded submitted to the Equality Commission for Northern Ireland.

PART A

205

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

Disability awareness training to be provided by Employers for Disability in 2025-2026.

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

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

Click or tap here to enter text.

PART B

PART B - Section 49A of the Disability Discrimination Act 1995 (as amended) and Disability Action Plans
1. Number of action measures for this reporting period that have been:

19	6	0
Fully achieved	Partially achieved	Not achieved

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

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

Level	Public Life Action Measures	Outputs ⁱ	Outcomes / Impact ⁱⁱ
National ⁱⁱⁱ			
Regional ^{iv}			
Local ^v	Newry, Mourne and Down District Council directly promotes positive attitudes towards disabled people through service delivery and programming	Current disability membership figures across the district 24-25 <u>769</u> Be Active for Health Programme This programme is adapted to suit different disabilities. The	Enables those living with a disability or restricted mobility to enjoy access to swimming/leisure facilities. Increased access to leisure facilities and a broad, appropriate and relevant programme of activities.

PART B

		programmes are delivered in both Kilkeel leisure Centre and The Newcastle Centre. Physical Activity Referral Programme A 12-week physical activity referral programme designed to support referred clients with the management of chronic and disabling conditions. 405 people with chronic disabling conditions completed the programme. There is also a cancer activity specialist as part of the programme. 155 people completed this part of the programme. Council also supported and hosted several Special Olympic Clubs, a junior wheelchair basketball club and an all inclusive trampoline club.	Awareness raising and support initiatives in the community.
--	--	---	--

PART B

		Dedicated Autism swim sessions take place in Newry Leisure Centre, Down Leisure Centre and Kilkeel Leisure Centre. 3 sessions were delivered each week. Continue to provide and promote the availability of information in alternative and accessible formats.	
--	--	--	--

PART B

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

	Training Action Measures	Outputs	Outcome / Impact
1	Development of a Disability Training programmes	Disability Awareness training continues to be one of the key training programmes in the Council's Learning and Development Training programme. Examples of programmes delivered during 2024-2025 included Disability Awareness training, Autism Awareness training and Mencap Programmes.	Greater awareness of Disabilities and understanding of customer needs.

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

	Communications Action Measures	Outputs	Outcome / Impact
1	Promotion of inclusive events	Council's events team continues to ensure that inclusivity is key for all Council events that took place during the reporting period. This included sensory activities at the 'Christmas light switch on' events across the district as well as The Wake the Giant festival and Footsteps in the Forest. Council continued to promote via social media the locations of all accessible facilities available at each event. At the Eats and Beats Festival 2024 we ensured it was developed and delivered in a way that would positively improve the	

PART B

		experience for visitors, including people with a disability and people with caring responsibilities for dependants. The Visit Mourne web page detailed extensive information for visitors regarding Access at Eats and Beats which included: • The site description including the terrain. • The location of three areas of accessible parking for blue badge holders. • A viewing platform at the stages for people in wheelchairs. • Transition ramp for anyone accessing the playing fields at Donard Park. • The park and ride service, including the frequency and duration, and that accessible buses will be provided. • Location of toilet facilities, including accessible toilets. • The location of a Changing places facility, what this service included and that an attendant would be there to clean the unit after each individual usage. • Medical services, and confirmation there would be no strobe lighting and that assistance dogs were welcome.	
2	Civic Light ups	Council continues to promote and raise awareness of disability organisations. One of the ways this is achieved is through the civic light up programme. 31 organisations were highlighted during the reporting period.	Greater awareness and visibility of disability organisations.

PART B

3	Promotion of accessible facilities and services	In the 24-25 financial year, Council launched the £440,000 refurbishment of to public toilets across the district. The upgrade works enhance accessibility to facilities with a new Changing Places Facility opened in Newcastle. In October 2024, Council launched the 'Easy Read Gallery Guide' to enhance the museum experience of people with disabilities or partially sighted. Works to enhance the outdoor bowling greens across the district was completed in 2024. The works included access ramps to help inclusivity in community sports and activities.	Greater access to and experience of Council facilities and services
4	Promotion of Council initiatives to support people with disabilities (BE ACTIVE Programme)	Autism friendly swims were available throughout the district – Newry Leisure Centre – Sunday 10am-11am Down Leisure Centre – Thursday 5.30pm-6.30pm Kilkeel Leisure Centre – Friday 5.30pm-6.30pm Be Active for Health Class Schedule Newcastle and Kilkeel 24/25 Weekly Schedule Monday – Newcastle • Circuits: 10:00am – 11:00am • Strength and Balance: 11:15am – 12:00pm	

PART B

		Tuesday – Kilkeel • Circuits: 10:00am – 11:00am • Pilates (Mat/Chair): 11:15am – 12:00pm • Gym Clinic: 2:00pm – 3:00pm Wednesday – Newcastle • Gym Clinic: 9:00am – 10:00am • Cardiac Rehabilitation (Newry): 11:30am – 12:30pm • Cardiac Rehabilitation (Newry): 2:30pm – 3:30pm Thursday – Newcastle • Gym Clinic: 10:00am – 11:00am • Strength and Balance: 11:15am – 12:00pm • Pulmonary Rehabilitation (Newry): 2:30pm – 3:30pm Friday – Kilkeel • Outdoor Activity (Various locations): 10:30am	
--	--	---	--

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

Encourage others Action Measures	Outputs	Outcome / Impact

PART B

1	Employment of Activity Officer	Duties of the Council's Activity Officer include management and responsibility of the Disability Programme and the supporting initiatives.	Engagement and collaboration with support agencies to ensure participation in support programmes.
---	--------------------------------	--	---

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

	Action Measures fully implemented (other than Training and specific public life measures)	Outputs	Outcomes / Impact
1	Workplace adjustments	Adjustments continued to be provided in the workplace and for those working from home.	Facilitate the requirements of employees ensuring they had access to undertake duties.

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

	Action Measures partly achieved	Milestones/ Outputs	Outcomes/Impacts	Reasons not fully achieved
1				
2				

PART B

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

	Action Measures not met	Reasons
1		Click or tap here to enter text.
2		Click or tap here to enter text.

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

(a) Qualitative

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

(b) Quantitative

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

PART B

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

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

Please select

If yes please outline below: Not applicable

	Revised/Additional Action Measures	Performance Indicator	Timescale
1	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
2	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
3	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
4	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
5	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

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

Not applicable.

PART B

216

-
- ⁱ **Outputs** – defined as act of producing, amount of something produced over a period, processes undertaken to implement the action measure e.g. Undertook 10 training sessions with 100 people at customer service level.
 - ⁱⁱ **Outcome / Impact** – what specifically and tangibly has changed in making progress towards the duties? What impact can directly be attributed to taking this action? Indicate the results of undertaking this action e.g. Evaluation indicating a tangible shift in attitudes before and after training.
 - ⁱⁱⁱ **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments
 - ^{iv} **Regional**: Situations where people can influence policy decision making at a middle impact level
 - ^v **Local** : Situations where people can influence policy decision making at lower impact level e.g. one off consultations, local fora.