



June 21st, 2021

Notice Of Meeting

You are requested to attend the meeting to be held on **Monday, 21st June 2021** at **6:00 pm** in **Microsoft Teams Meeting.**

Chairperson Councillor McKeivitt

Vice Chairperson Councillor Casey

Councillor Finnegan

Councillor Gallagher

Councillor Harte

Councillor Lewis

Councillor Malone

Councillor McEvoy

Councillor McMurray

Councillor O'Hare

Councillor Ó'Muirí

Councillor Sharvin

Councillor Tinnelly

Councillor Trainor

Councillor Walker

Agenda

1.0 Apologies and Chairperson's Remarks

2.0 Declarations of Interest

3.0 To agree starting times for Active and Healthy Community Committee Meetings

4.0 Action Sheet arising from Active and Healthy Communities Committee Meeting held on 17 May 2021

[Action Sheet 17 May 2021.pdf](#)

Page 1

5.0 Notice of Motion referred from Council Meeting held on 7 June 2021

The following Notice of Motion was received from Councillor Hanna:

“This Council should recognise NHS staff for their service during the Covid-19 pandemic, with a gesture of discounted use of council facilities such as gyms, swimming pools, tennis courts and leisure centres for a period of one year. I would suggest a minimum of at least a 50% discount on charges, possibly free of charge completely.”

[Notice of Motion - Discounted Use of Council facilities for NHS Workers.pdf](#)

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[Appendix 1 - Corporate Membership Package.pdf](#)

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Directors Papers

6.0 Active and Healthy Communities Directorate Business Plans

[Cover Report Assessment and Update of Emergency Business Plans.pdf](#)

Page 25

[Appendix 1 - AHC Emergency Business Plan Assessment Oct 2020-Mar 2021 FINAL TO GO TO AHC.pdf](#)

Page 28

[Appendix 2 - AHC Business Plan 2021-22 to AHC.pdf](#)





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Community Engagement



7.0 District Electoral Area (DEA) Forums Update Report

[DEA Fora Update Report for June AHC Committee 2021.pdf](#)



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 <i>Appendix 1- DEA Fora Update June 2021.pdf</i>	<i>Page 59</i>
 <i>Appendix 2 - Action Sheet Mourne DEA 2 June 2021.pdf</i>	<i>Page 61</i>
 <i>Appendix 3 - DEA Report - Downpatrick June Action Sheet.pdf</i>	<i>Page 65</i>
 <i>Appendix 4 - Slieve Gullion DEA 8 June Action Sheet.pdf</i>	<i>Page 71</i>






8.0 Additional Funding from Department for Communities (DfC) for Frontline Advice Services

 <i>Additional DfC Funding for Frontline Advice Services - Report for AHC Committee Meeting 21.6.2021.pdf</i>	<i>Page 74</i>
 <i>Appendix 1 - Annex 5 from DfC Letter of Offer for Additional Funding for Advice Services 10.6.2021.pdf</i>	<i>Page 77</i>

9.0 Community Coordination Hub Update Report

 <i>CCH Update Report for June AHC Committee 2021.pdf</i>	<i>Page 79</i>
 <i>Appendix 1 - CCH Meeting minutes.pdf</i>	<i>Page 81</i>


10.0 Upgrade Works to Ballynahinch Community Centre and Market House, Ballynahinch


 <i>Ballynahinch upgrade proposals June 21.pdf</i>	<i>Page 84</i>
 <i>Appendix 1 - Market House.pdf</i>	<i>Page 87</i>
 <i>Appendix 2 - B'Hinch CC-Option 1.pdf</i>	<i>Page 88</i>
 <i>Appendix 3 - B'Hinch CC-Option 2.pdf</i>	<i>Page 89</i>
 <i>Appendix 4 - B'Hinch CC-Option 3.pdf</i>	<i>Page 90</i>

11.0 Saintfield Community Trust development of a Community Garden at the rear of the indoor 3 G pitch Saintfield Community Centre

 <i>Saintfield Community Gardens.pdf</i>	<i>Page 91</i>
 <i>Appendix 1 - Saintfield Community Gardens Scale Plan Garden.pdf</i>	<i>Page 94</i>

12.0 Consultation on rationalisation of official control shellfish biotoxin and phytoplankton monitoring points in Carlingford Lough

 *Rationalisation of Shellfish sampling monitoring points at Carlingford Lough Consultation Response_.pdf* *Page 95*

 *Appendix 1 - Rationalisation of Shellfish sampling monitoring points at Carlingford Lough Consultation Response.pdf* *Page 98*

13.0 Food Service Plan 2021/22

 *Food Service Plan.pdf* *Page 99*

 *NMDDC Food Service Plan 2021-22.pdf* *Page 102*

14.0 Consultation from Department for the Economy on Policy options for NI Energy Strategy

 *DfE Energy Strategy.pdf* *Page 153*

 *Appendix 1 - Energy Strategy -NMDDC Response June 2021.pdf* *Page 156*

15.0 Sustainability and Climate Change Forum Action Sheet – 20 May 2021

 *SCCF May 2021 Action Sheet.pdf* *Page 174*

 *Appendix 1 - SCCF Action Sheet 20 May 2021.pdf* *Page 176*

16.0 Ship Sanitation Charges 2021/22

 *AHC JUN21 Ship Sanitation Charges 2021-22.pdf* *Page 181*

For Noting - Community Engagement

17.0 Downpatrick Neighbourhood Renewal Partnership Report

 *Downpatrick NR report for June 2021.pdf* *Page 184*

 *Appendix 1 - Downpatrick Neighbourhood Renewal - Action Sheet February 21.pdf* *Page 186*

18.0 Newry Neighbourhood Renewal Partnership (NRP) Report

 *Newry NRP Report for June 2021 AHC Committee.pdf* *Page 192*

 *Appendix 1 - NRP meeting 24 march 21.pdf* *Page 194*

19.0 Policing & Community Safety Partnership (PCSP) Report

 *PCSP Report for June AHC meeting.pdf* *Page 207*


 *Appendix 1 - PCSP Committee Minutes - 30 March 2021 FINAL.pdf* *Page 209*

20.0 Social Investment Fund Update

 *SIF report AHC June.pdf* *Page 215*

 *Appendix 1- SIF minutes 19 April 2021.pdf* *Page 218*


21.0 Social Inclusion

 *Social Inclusion Report AHC June 2021.pdf* *Page 221*

For Noting - Health & Wellbeing

22.0 Letter of Support for Electric Vehicle Infrastructure Project Application – ESB

 *Report on EV Infrastructure Project Letter of Support ESB.pdf* *Page 225*

 *Appendix 1 - ESB Letter Support NMDDC 15 06 2021.pdf* *Page 228*

23.0 Memorandum of Understanding with PSNI in relation to Enforcement of Coronavirus Regulations

 *PSNI MOU.pdf* *Page 229*

 *Appendix 1 - Final Statement of Intent and MOU PSNI - Councils NI ver 5 31.05.21 Regs LM.pdf* *Page 232*

 *Appendix 2 - Information Sharing Agreement ISA - Coronavirus (v2.1 4th June 2021).pdf* *Page 257*

For Noting - Leisure & Sports

24.0 Summer Activity Programme

 *AHC - Summer Activity Programme June 2021.pdf* *Page 291*

 *Appendix 1 Be Active Summer Activity Programme 2021.pdf* *Page 294*

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




25.0 Public Tender – Leisure Advertising and Marketing Provision

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

- | | |
|--|---------------------|
|  <i>Public Tender Leisure Marketing and Design Services June 2021.pdf</i> | <i>Not included</i> |
|  <i>Appendix 1 - Leisure Marketing and Design Business Case.pdf</i> | <i>Not included</i> |

26.0 Kilkeel Bowling Pavilion – Public Tender

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

- | | |
|---|---------------------|
|  <i>Kilkeel Bowling Pavilion - Public Tender June 2021.pdf</i> | <i>Not included</i> |
|  <i>Appendix 1 - KBP Works Specification.pdf</i> | <i>Not included</i> |
|  <i>Appendix 2 - KBP Proposed Floor Plan.pdf</i> | <i>Not included</i> |
|  <i>Appendix 3 - KBP Proposed Elevations.pdf</i> | <i>Not included</i> |




27.0 Business Case to proceed to next stage of the Replacement Trojan Horse Proposal

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

- | | |
|--|---------------------|
|  <i>Report Trojan Horse CC June 21.pdf</i> | <i>Not included</i> |
|  <i>Appendix 1 - Trojan Horse Business Case for Planning Fees etc.pdf</i> | <i>Not included</i> |

28.0 Expressions of Interest – Saintfield Community Centre

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

- | | |
|---|---------------------|
|  <i>Expressions of Interest - Saintfield Cc - June 21 (002).pdf</i> | <i>Not included</i> |
|  <i>Appendix 1 - RENTAL VAUATION - Business Units Saintfield.pdf</i> | <i>Not included</i> |
|  <i>Appendix 2 - Site Plan Saintfield CC.pdf</i> | <i>Not included</i> |

29.0 Financial Assistance Report

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

 *FA report June.pdf*

Not included

 *Appendix 1 - FA Report - Full Business Case Template EGMS and Call 5 (004).asd.pdf*

Not included

Invitees

- Cllr Terry Andrews
- Cllr Patrick Brown
- Cllr Robert Burgess
- Cllr Pete Byrne
- Mrs Dorinnia Carville
- Cllr Charlie Casey
- Cllr William Clarke
- Cllr Dermot Curran
- Cllr Laura Devlin
- Mr Eoin Devlin
- Ms Louise Dillon
- Cllr Sean Doran
- Cllr Cadogan Enright
- Cllr Aoife Finnegan
- Cllr Hugh Gallagher
- Cllr Mark Gibbons
- Cllr Oonagh Hanlon
- Cllr Glyn Hanna
- Cllr Valerie Harte
- Mr Conor Haughey
- Mrs Janine Hillen
- Cllr Roisin Howell
- Mrs Sheila Kieran
- Cllr Mickey Larkin
- Cllr Alan Lewis
- Mr Michael Lipsett
- Cllr Oonagh Magennis
- Mr Conor Mallon
- Cllr Gavin Malone
- Cllr Cathy Mason
- Mr Johnny Mc Bride
- Colette McAteer
- Cllr Declan McAteer
- Cllr Leanne McEvoy
- Cllr Harold McKee
- Patricia McKeever
- Cllr Karen McKevitt
- Cllr Andrew McMurray
- Cllr Roisin Mulgrew
- Cllr Declan Murphy
- Cllr Barra Ó Muirí
- Linda O'Hare

Cllr Gerry O'Hare
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Cllr Kathryn Owen
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Cllr Henry Reilly
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Cllr Michael Ruane
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Cllr Michael Savage
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Cllr Gareth Sharvin
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Donna Starkey
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Cllr Gary Stokes
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Sarah Taggart
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Paul Tamati
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Cllr David Taylor
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Cllr Jarlath Tinnelly
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Cllr John Trainor
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Cllr William Walker
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Mrs Marie Ward
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ACTIONS OUTSTANDING FROM PREVIOUS ACTIVE & HEALTHY COMMUNITIES MEETINGS

1

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/120/2019	Application to DFC: New Model Farm Community Centre proposal, Downpatrick	It was agreed to accept the following recommendations: <ul style="list-style-type: none"> that the Committee agree to proceed with an application to DFC for a replacement facility for the Trojan Horse, Downpatrick. Including the development of a business case, design proposals and submission of a planning application. 	K Hynds	Ongoing. Funding application to be completed by NHR Officer & CDCRN for submission to DFC. Project meetings ongoing.	N
AHC/148/2019	Healthy Vending Machines in Leisure Centres	It was agreed to note that when clear guidance on minimum nutritional standards (MNS) for Council Catering Outlets and Vending is established, a future report will be brought back to Active and Healthy Communities Committee regarding the potential implementation of these standards.	P Tamati	Tender to be progressed, however, held until full re-opening of Leisure.	N
AHC/206/2019	Adoption of Suicide Down to Zero	It was agreed that: Council formally adopt the approach and aspiration of Suicide Down to Zero. A suitable launch and media statement to be prepared for Council Chairperson. An amount of £10,000 is allocated to a Mental Health and Suicide Prevention Small Grants Scheme administered through a Financial call subject to the estimates process. A working group involving the Council, the Southern and South Eastern Health Trusts and local relevant Voluntary Organisations is created to examine ways of attaining the goal of zero suicides across the District.	E Devlin	Ongoing Virtual Suicide prevention awareness training to be offered to all members in Feb/March	N
AHC/4/2020	Overflow Car Park at Donard Park	It was agreed to proceed with 'winter arrangements' for the unofficial overflow car park at Donard Park to remain in	P Tamati	Planning application submitted Jan 2021, ongoing.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>place until Easter 2020 as per historical arrangement.</p> <p>Winter arrangements – closed from the 1st November to Easter 2020 (10th April)</p> <p>If a budget became available in the interim, the opening of the overflow car park could be brought forward on busy days prior to Easter 2020.</p> <p>The proposed establishment of an official and permanent overflow car parking arrangements at Donard Park as per appendix 1, and commit £250k to Council Capital Programme.</p> <p>Following such approval, a detailed capital proposal will be brought back to Committee for further consideration.</p>			
AHC/6/2020	Annual Licence Agreement with Communities Facilities	It was agreed to replace existing tenancy arrangements within Council Community Facilities to updated Licence Agreements.	J Hillen	Ongoing - Updated valuations being sought by Legal Dept	N
AHC/96/2020	Expression of interest, Derryleckagh Road	<p>It was agreed that the business case submission from Nevry Rugby Club for Derryleckagh Field, had been evaluated and met the minimum threshold under the Sports & Community Facility Management & Leasing Policy (2016).</p> <p>It was also agreed to progress to a public expression of interest process in line with the Sports & Community Facility Management & Leasing Policy (2016).</p>	P Tamati	<p>Ongoing</p> <p>AHC update report tabled at 19th April 2021.</p> <p>Remove from action sheet included in 086/2021.</p>	Y
AHC/97/2020	Expression of interest, Generator House, Newcastle and vacant land adjacent to Burren Village Green	It was agreed that the expression of interest for leasing of the Generator House and Vacant Land Adjacent to Burren Village Green was progressed in line with Councils Sports and Community Facility Management and Leasing Policy (2016).	P Tamati	<p>Ongoing</p> <p>AHC update report tabled at 19th April 2021.</p> <p>Remove from action sheet included in 086/2021.</p>	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/99/2020	Development of a walking/cycling strategy.	It was agreed to approve Council Officers examining the development of a Walking and Cycling Strategy for the District.	E Devlin	ongoing	N
AHC/114/2020	Action Sheet from 20 September 2020	It was agreed item AHC/102/2020: Autism Friendly Swimming Session to remain on the action sheet. Action sheet was noted.	P Tamati	As per AHC/102/2020 Autism swim sessions re-commenced Sunday 30 th May 2021	Y
AHC/163/2020	Public Health Agency – Leading the Way Programme Pilot	To approve the development of a Service Level Agreement with the Public Health Agency to deliver a pilot Active Travel programme based on the 'Leading The Way' programme.	E Devlin	Ongoing	N
AHC/005/2021	Notice of Motion on Dunleath Park	It was agreed that an update on Dunleath Park be brought to a meeting of the Downpatrick DEA Councillors as soon as possible and any recommendations from that would come to the Active & Healthy Communities Committee.	P Tamati	Regular meeting schedule with DEA Councillors now established.	Y
AHC/014/2021	Disability Access onto Newcastle Beach	It was agreed to officers explore options for accessibility onto Newcastle Beach. It was agreed to note that the disabled toilet facilities were currently not suitable to accommodate a large changing table and therefore would not be suitable for disabled beach access facilities similar to Cranfield. The Council was currently developing a Public Toilet Strategy which would be brought to the Neighbourhood Services Committee for consideration in the Spring.	M Lipsett	Report to AHC – Feb 2021	N

AHC/028/2021	Service Level Agreement with Southern Regional College and South Eastern Regional College	It was agreed to develop a three-year service level agreement with both the Southern Regional College and South Eastern Regional College to progress & manage recreational/accredited training programmes to be facilitated in Council Community Facilities.	J Hillen	Ongoing –	N
AHC/073/2021	Community allotments at Meigh Community Centre	It was agreed to permit Meigh Community Association to use vacant land beside the playpark at Meigh Community Centre and that this proposal is built into the groups Facilities Management Agreement with Council.	J Hillen	Ongoing	N
AHC/075/2021	Cycle Hub, Down Leisure Centre/Dunleath Park	It was agreed for the following: 1. To establish a cycle hub at Downpatrick Leisure Centre/Dunleath Park in partnership with Cycling Ireland. 2. That Council enter into a license agreement and memorandum of understanding with Cycling Ireland and officers agree the detail of this in conjunction with Councils legal team.	P Tamati	Ongoing	N
AHC/076/2021	Council Pitches being used for training purposes	It was agreed that Council contact the local sports clubs affected in the South Down area to make arrangements for the use of these pitches for training by youth teams and examine the Council policy with a view to having it updated to allow training.	P Tamati	Restricted arrangements for training on council grass pitches now in place.	Y
AHC/077/2021	Fairtrade Signage	It was agreed to approve Option 3 – To do nothing and proceed via media channels.	E Devlin	Paper resubmitted with additional information at May AHC	Y

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

AHC/036/2020	Threeways Community Centre – Refurbishment of Ropework Pitch	It was agreed to: Incorporate the legacy Service Level Agreement into the current Facility Management Agreement for Threeways Community Association in line with other similar facilities. Review booking over the period detailed in the Facility Management Agreement and present options to Council in order to inform potential future investment in the facility.	J Hillen	Ongoing	N
AHC/102/2020	Autism Swimming Sessions Update	It was agreed to retain this item on the Action Sheet.	P Tamati	Suspended until further notice, due to COVID –19 Autism swim sessions re-commenced Sunday 30 th May 2021	Y
AHC/127/2020	Leasing of land, Ballymartin Play Park	It was agreed to enter into a 25-year lease of Mullagh Close in Ballymartin (appendix 1 of officer's report) to facilitate the establishment of a play park in the Ballymartin area as per the Councils Play Strategy.	P Tamati	Ongoing Awaiting return of legal documents from NIHE.	N
AHC/168/2020	Warrenpoint Community Centre	Accept the business case for professional fees attached to the officer's report and proceed to develop the scheme to planning application stage.	J Hillen	Ongoing	N
AHC/016/2021	Shimna Integrated College, long term access agreement for Donard Park Sports Facilities	It was agreed to enter into a long-term access agreement with Shimna Integrated College in relation to Sports Facilities at Donard Park and a report brought back to Active & Healthy Communities Committee for approval once the detail of the access arrangement had been agreed with the school	P Tamati	Ongoing	N
AHC/017/2021	Sports Facilities Strategy, Sports Hubs	It was agreed on the proposal of Councillor Trainor, seconded by Councillor Casey, to appoint consultants	P Tamati	Ongoing	N

		to develop a sports development strategy for the Council and further develop and prioritise the establishment of Sports Hubs across the District including progressing these to detailed design and planning stage as appropriate. It was also agreed the budget as outlined in the officer's report for the above is added to Councils Capital programme as part of Councils Sports Facilities Strategy list of projects.			
AHC/044/2021	Feasibility Study for Council Solar Farm	It was agreed to approve Officers procuring a feasibility study for development of solar farm pilot on identified council land.	E Devlin	In progress	N
AHC/058/2021	Castle Park Seasonal Operatives	It was agreed to approve the following: <ul style="list-style-type: none"> To appoint the preferred bidder as detailed within the officer's report for Seasonal Operations at Castle Park for up to 5 years. For officers to agree the terms and enter into a contract with the preferred bidder for Seasonal Operations at Castle Park. 	P Tamati	Complete	Y
AHC/060/2021	Public Tender, Programme Delivery Partnership	It was agreed for a Public Tender for up to 3 years for a Programme Delivery Partner, subject to annual rates estimates provisions.	P Tamati	Agreed	Y
AHC/063/2021	CANN Business Case and approval to procure interpretative signage for CANN Project	It was agreed to proceed with a Procurement exercise for the work as detailed within the officer's report.	E Devlin	Procurement exercise commenced	Y

AHC/085/2021	Ballyholland GAC Lease, Consent to Develop Land	It was agreed to consent to Ballyholland Harps GAC developing Council owned land currently leased to the club, as per the terms of the lease and subject to planning permission being granted for the proposed development.	P Tamati	Complete	Y
AHC/086/2021	Leasing of Council Land, Expressions of Interest	It was agreed to note the contents of the report and that Expressions of Interest for the following land and facilities will progress to stage 2 of the Sport and Leasing Policy 2016. 1. Moorehall Quarry: Adjacent to Newry recycling Centre, Newry. 2. Derryleckagh Field/Land: Adjacent to Derryleckagh playing fields, Newry. 3. Generator House: Adjacent to the yacht club, Newcastle. 4. Burren Village Green Field/land: Adjacent Play park and community centre, Burren. 5. Drumaness Cricket Pitch: Adjacent to Dan Rice Memorial Hall, Drumaness. 6. Drumaness Soccer Pitch: Adjacent to Dan Rice Memorial Hall, Drumaness.	P Tamati	Ongoing AHC update report tabled at 19 th April 2021.	N
AHC/087/2021	Feasibility Study for Battery Storage Pilot	It was agreed for Officers procuring a feasibility study to assess the suitability of Council community buildings with PV for battery storage pilot.	E Devlin	In progress	N

ACTIONS ARISING FROM ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING – 17 MAY 2021

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
AHC/090/2021	Action Sheet from AHC Committee Meeting held on 19 April 2021	Action sheet noted. AHC/036/2020: Threeway Refurbishment Mrs Hillen to report back to Councillor Casey on the matter of recent damage. AHC/074/2021: Financial Assistance – Call 1 A report to be brought back to the Active and Healthy Communities Committee once budgets had been reviewed.	J Hillen J Hillen	AHC/074/2021: Financial Assistance – Call 1 Budget Holders are reviewing options	Y
AHC/091/2021	Consultation on Peace Plus Programme 2021-2027	The draft consultation response and develop the theme one action plan utilising the allocated budget as required (e.g. consultants, staff, venue hire etc) was approved.	J Hillen	The draft response has been submitted. A Workplan is being developed with SEUPB for the development of the Peace Plus Plan.	Y
AHC/092/2021	Financial Assistance, Update on Call 2 and Call 3	It was agreed to approve the following: <ul style="list-style-type: none"> • The appendices attached to the officer's report for Call 2 revenue projects • Pre-letter of offer conditions met prior to issue of full letter of offer • Approve the Decade of Centenaries application which failed at stage 2 • Approval for Call 3 themes. 	J Hillen	Call 3 prepared and will be opened the first week of June.	Y

AHC/093/2021	DEA Forums Update Report	<p>It was agreed to continue to share information regarding the Census returns social media and for the DEA Co-ordinator for the Slieve Gullion area to work with ethnic minorities in the area to ensure they were able to access and fill out census forms.</p> <p>Contact the DEA coordinator and the Minority Support Services in Council to promote the need for all people to complete census returns.</p> <p>It was agreed to note the report and approve the actions in the in the action sheets attached for:</p> <ul style="list-style-type: none"> • Slieve Gullion DEA Forum Private Meeting held on Tuesday 13 April 2021. • Downpatrick DEA Forum Private Meeting held on Tuesday 13 April 2021. • Newry DEA Forum Private Meeting held on Thursday 15 April 2021. • Slieve Croob DEA Forum Private Meeting held on Tuesday 20 April 2021. • Crotilieve DEA Forum Private Meeting held on Tuesday 20 April 2021. • Rowallane DEA Forum Private Meeting held on Wednesday 28 April 2021. 	J Hillen J Hillen J Hillen	Actioned and Committee Members updated by email. Actioned and Committee Members updated by email. All DEA Action Sheets being actioned accordingly.	Y Y Y
AHC/094/2021	Notice of Motion referred from Council in relation to Violence against Women and Girls	<p>It was agreed to include Violence Against Women as a theme in Call 1 which would be released in Quarter 4 of the 2021-2022 financial year (subject to funding and relevant strategy) and work with external funding bodies to secure a budget and/or include a £10k budget within the rates estimates process.</p>	J Hillen	Guidance notes will be developed and potential sources of funding will be explored.	
AHC/095/2021	Expansion of Drumaness Snooker Club located at the first floor of the Dan Rice Hall.	<p>It was agreed to provide approval to Drumaness Snooker Club to expand into the Committee Room to enable the club to install another snooker table. (Subject to approval by both parties on an updated valuation cost).</p>	J Hillen	Actioned	Y

AHC/096/2021	Carnegie Trust, Embedding Wellbeing in Northern Ireland	It was agreed to endorse the recommendations made by the Carnegie UK Trust and write to the Communities Minister accordingly. This correspondence should also request the DfC continue to liaise with all Councils on the implementations of these recommendations, particularly in relation to how Councils are resourced to provide statistical support to the Partnership.	A Beggs	Ongoing	N
AHC/097/2021	Reopening of Leisure post lockdown	It was agreed to approve the following: <ul style="list-style-type: none"> The phased reopening plan for Indoor Leisure as outlined in appendix 1 of the officer's report. The prioritisation of Sports Halls and activity space occupancy within indoor leisure as follows: <ol style="list-style-type: none"> COVID-19 Related Bookings Historical Statutory and Essential Non-Commercial Bookings Internal Leisure Activity Programmes and Bookings Historical Sports Clubs and Non-Commercial Block Bookings New Sports Club and Non-Commercial Block Bookings All other bookings <p>Follow up TVs on running machines in the Newry Leisure Centre are operational.</p>	P Tamati	Complete	Y
AHC/098/2021	Outdoor Recreation NI, Service Level Agreement for Community Trails, 2020-21	It was agreed to approve a new Service Level Agreement with Outdoor Recreation NI (ORN) for the 2021-2022 financial year at the total cost of £75,410 as per appendix 1.	P Tamati	Agreed	Y
AHC/099/2021	Fairtrade Signage	It was agreed to approve Option 1 to implement Fairtrade District Statute signage, as per Fairtrade Organisation template, on all 21 Boundary signs across the District at a cost of £1,102.50 (excl. VAT).	E Devlin	Ongoing. Signage to be erected	N

AHC/100/2021	Social Investment Fund update	Noted	J Hillen	Noted	Y
AHC/101/2021	Peace IV Local Action Plan	Noted	J Hillen	Noted	Y
AHC/102/2021	No 16 The Square, Rostrevor	Noted	J Hillen	Noted	Y

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

AHC/103/2021	Active and Healthy Communities Procurement Action Plan	It was agreed to approve the Active and Healthy Communities Procurement Action Plan.	M Lipsett	Complete	Y
AHC/104/2021	Single Tender Action for indoor leisure fire alarms	It was agreed to approve the increase of the current Single Tender Action for Indoor Leisure Fire Alarms as outlined within the officer's report.	P Tamati	Complete	Y
AHC/105/2021	Public tender for Kilkeel Bowling Pavilion	It was agreed to bring a further report back to the next Active and Healthy Communities Committee Meeting.	P Tamati	Report to June AHC Committee	N
AHC/106/2021	Sports Club Leases and Service Level Agreements, Covid 19 impact	It was agreed for sports clubs that have a lease or seasonal hire arrangements in place with Council to receive a reduction in fee charges for 2020/21 as per appendix 1 of the officer's report.	P Tamati	Agreed	Y
AHC/107/2021	Social Investment Fund Legal Fees	It was to approve the payment of the legal fees associated with the legal charges for Ballyhornan 3G pitch and changing facilities.	J Hillen	Approved	Y
AHC/108/2021	Business case for replacing windows within the original section of the Dan Rice Hall	It was agreed to approve the following: <ul style="list-style-type: none"> Accept the business case for the Replacement of Windows within the original section of Dan Rice Hall. Submittal of a planning application for the replacement of the windows. Subject to planning approval being given to begin a procurement exercise for the replacement of the windows 	J Hillen	Actioned	Y
AHC/109/2021	Public tender for Tropicana Essential Works	It was agreed to note: <ul style="list-style-type: none"> The appointment of the preferred bidder as outlined within the officer's report for Repairs and Upgrades to Mechanical Pool Plant Systems of Tropicana Seasonal Swimming Pool. 	P Tamati	Complete	Y

AHC/110/2021	Business Case for Warrenpoint Community Centre	<ul style="list-style-type: none"> That officers will agree the terms and enter into a contract with the preferred bidder, subject to AHC approval and prior to full Council ratification of this report. <p>It was agreed to note the officers report.</p>	J Hillen	Noted	Y
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Report to:	Active and Healthy Communities Committee (AHC)
Date of Meeting:	21 st June 2021
Subject:	Notice of Motion – Discounted Use of Council Facilities for NHS Workers
Reporting Officer (Including Job Title):	Michael Lipsett, Director of AHC.
Contact Officer (Including Job Title):	Paul Tamati, Assistant Director: Leisure and Sport

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

For decision	<input type="checkbox"/>	x	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>The purpose of this report is to consider and agree the below Notice of Motion to recognise NHS staff for their service during the COVID19 pandemic received by Councillor Glyn Hanna.</p> <p>Notice of Motion: This council should recognise NHS staff for their service during the COVID19 pandemic, with a gesture of discounted use of council facilities, such as gyms, swimming pools, tennis courts and leisure centres for a period of one year. I would suggest a minimum of at least a 50% discount on charges, possibly free of charge completely.</p>
2.0	Key issues
2.1	<p>Council currently offers a discounted corporate membership for business and organisations at a 25% discount as outlined in appendix 1.</p> <p>Currently there are 237 members on Councils corporate membership package from various Trust/NHS organisations receiving at 25% discount.</p>
3.0	Recommendations
3.1	<p>That AHC Committee consider and agree:</p> <ol style="list-style-type: none"> 1. That Councils Corporate membership is reviewed and tabled at the next AHC Committee for approval. 2. That the review of Councils Corporate membership includes a 50% discount for NHS workers for a period of 12 months.
4.0	Resource implications
4.1	

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

	Rural Needs Impact Assessment completed	<input type="checkbox"/>
	If no, please complete the following:	
	The policy / strategy / plan / public service is not influenced by rural needs	<input type="checkbox"/>
7.0	Appendices	
	Appendix 1: Corporate Membership Scheme	
8.0	Background Documents	
	None	

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District Council

Corporate Team Package



Our Team is Your Team

Your Way Every Day



Why Be Active in your workplace.....

- Increased performance of employees
- Reduced sickness absence
- Legal duty of care to employees Health & Wellbeing
- Increased productivity
- Reduced insurance
- Reduced lost days
- Improved staff morale/job satisfaction
- Improved quality of life for staff in turn improves yours as managers/directors/owners
- Thrive not just survive – best an industry leader set the standard
- Improved Mental Health and Wellbeing



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Leisure Facilities in NMDDC

Newry Leisure Centre – Newry

Tel: 03301374026

Facebook: @newryleisurecentre or @nmdcouncil

Email: poolreception@nmandd.org

Swimming pool, health suite, gym, soft play, 8 court and 4 court halls, squash/handball courts, multipurpose rooms, classes

Kilkeel Leisure Centre – Kilkeel

Tel: 02841764666

Email: kilkeel.reception@nmandd.org

Facebook: @kilkeelleisurecentre or @nmdcouncil

Swimming pool, health suite, gym, 4 court main hall, meeting room, squash court

Newcastle Centre – Newcastle

Tel: 02843725034

Facebook: @nmdcouncil

Email: newcastlecentre@nmandd.org

Main Hall, multipurpose rooms, meeting rooms, outdoor pools and parks (seasonal)

Down Leisure Centre – Downpatrick

Tel: 03301374026

Facebook: @nmdcouncil

Email: downleisurecentre@nmandd.org

Swimming pool, health suite, 4 court main hall, gym, courts, studios

Ballymote Sports and Wellbeing Centre – Downpatrick

Tel: 02844612919

Facebook: @nmdcouncil

Email: downleisurecentre@nmandd.org

Main hall, gym, meeting room, playpark

For all further information including opening hours on all facilities can be found on the council website: www.newrymournedown.org

* Please note membership of St Colman's Athletics Track is not included in the corporate membership scheme



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Some of the Services provided in our Leisure Centres

- Health Screening
- Tailored made programmes
- Swimming Lessons
- Extensive class timetables
- Online joining and booking
- State of the art gym equipment
- Family activities
- Accessible for all ages and abilities
- Qualified staff with extensive knowledge
- High industry standards of service
- Wide range of sports hall activities
- Links to local, regional, national clubs and organisations
- GP Referral programme
- Macmillan Move More Coordinator



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Corporate Membership Scheme

We have three membership payment options:

Payment options

- Paid in full by organisation (Contact Commercial Development Officer)
- Part paid by organisation and remainder paid by employee (Contact nearest Leisure Centre)
- Fully paid by employee (Contact nearest Leisure Centre)

Corporate Membership Option (direct debit only)
£0 Joining Fee
£22.70 per month <ul style="list-style-type: none"> • No contract • 1 month notice required to cancel

Corporate Membership Scheme Terms and Conditions

- Unlimited use of all fitness suites, swimming pools and health suite facilities as highlighted above
- Complimentary access to group exercise classes co-ordinated by the Council (subject to normal booking T+C's)
- All persons taking up membership must complete an induction session before the use of the fitness suite
- Not extended to subscription courses, eg. Swim lessons
- Must present organisation ID along a supporting letter on headed paper from your organisation staff wellbeing representative for verification purposes
- Membership is non-transferable and discounts are not applicable to non-organisation individuals
- Membership discount ceases if you depart the organisation
- Prices will be reviewed on an annual basis and may be subject to change



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Terms and conditions continued

- Minimum number of **20 memberships** must be taken out for your organisation to be eligible for the discount
- If your organisation is paying for the memberships please speak to your Account Manager for further information
- Sporting Clubs – applicants must be an affiliated Club member who is actively participating in a playing/coaching panel or squad
- Sporting Clubs – letter of affiliation from Club Treasurer and Account Manager must accompany applications

The Next Step

If your organisation would like to avail of the corporate membership scheme the next steps are detailed below:

- Encourage 20 or more employees to join (at least 20 memberships registrations must be ready for processing before the corporate rate can be applied)
- Members of our Be Active team can arrange a site visit for ease of membership registration if preferred
- A designated Corporate Account Manager will handle your account and your Corporate membership account will be reviewed on a quarterly basis to ensure it complies with all terms and conditions
- If you require any information for staff please contact your Corporate Account manager e.g. promotional literature
- If you would like to view the Leisure Facilities please contact your Account Manager to arrange a suitable time at the relevant Leisure Centres
- Members of your Be Active team can attend health and wellbeing events on site to promote memberships if required

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For further information please contact:

Commercial Development Support Officer

Emma Toal

Email: Emma.Toal@nmandd.org

Phone: 03301374480

Mobile: 07922381803



Report to:	Active and Healthy Communities
Date of Meeting:	21 June 2021
Subject:	Annual Assessment of Directorate Business Plan 2020-21 Emergency Business Plan October 2020-March 2021
Reporting Officer (Including Job Title):	Michael Lipsett, Director of Active and Healthy Communities
Contact Officer (Including Job Title):	Eoin Devlin, Assistant Director of Health and Wellbeing Janine Hillen, Assistant Director of Community Engagement Paul Tamati, Assistant Director of Leisure and Sport

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

	For decision	X	For noting only
1.0	Purpose and Background		
1.1	Directorate Business Plans provide an overview of planned activity for the year ahead, and contribute to the delivery of the Community Plan, Corporate Plan and other key plans and strategies. They form an essential part of the Council's Business Planning and Performance Management Framework, which demonstrates how corporate objectives are cascaded across the organisation and provides assurance that they are being delivered.		
2.0	Key issues		
2.1	<p>Assessment of the Emergency Business Plans</p> <p>In order to improve transparency and accountability, and facilitate a performance led approach to business planning, each Directorate has undertaken an assessment of their Emergency Business Plan October 2020-March 2021. These assessments provide an overview of the performance of each Directorate and have been used to influence the development of the 2021-22 Business Plans. This exercise is an important part of the Council's statutory responsibility to strengthen the way performance is monitored, reviewed and reported across the organisation.</p> <p>The assessment of the AHC Emergency Business Plan October 2020-March 2021 is attached at Appendix 1</p>		
2.2	<p>Directorate Business Plans 2021-22</p> <p>The Business Plan 2021-22 outlines the key actions and measures each Directorate will work towards and are aligned to the objectives within the Corporate Plan.</p> <p>The AHC Directorate Business Plan 2021-22 is attached at Appendix 2.</p>		
2.3	It should be noted that further improvements to the business planning process are underway across the Council, particularly in relation to cascading corporate objectives in a meaningful way to employees through the introduction and roll-out of Service Plans and People Perform Grow. This process seeks to improve the use of performance measures at all levels of the Business Planning and Performance Management Framework and create a		

	clear 'line of sight' between the work of individuals and teams, and how they contribute to the achievement of the Corporate Plan.
3.0	Recommendations
3.1	To consider and agree the: <ul style="list-style-type: none"> Assessment of the AHC Emergency Business Plan (October 2020-March 2021) AHC Directorate Business Plan 2021-22
4.0	Resource implications
4.1	There are no financial resources implications within this report.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i> Consultation not required.</p>

6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input checked="" type="checkbox"/></p>
7.0	Appendices
	<ul style="list-style-type: none"> • Appendix 1– Assessment of AHC Emergency Business Plan 2020-21 • Appendix 2 – AHC Directorate Business Plan 2021-22
8.0	Background Documents
	None

Active and Healthy Communities

**Six Month Assessment
Emergency Business Plan
October 2020 – March 2021**






1.0 Introduction

This report provides an overview of progress in delivering the Active and Healthy Communities Emergency Business Plan between October 2020-March 2021, across the following service areas, using the legend below.









- **Leisure and Sport**
- **Community Engagement**
- **Health and Wellbeing**



Progress against the 'measures of success' has been monitored and reported for the 2020-21 financial year.

Legend

Status	
	Target or objective achieved / on track to be achieved
	Target or objective partially achieved / likely to be achieved / subject to delay
	Target or objective not achieved / unlikely to be achieved

2.0 Active and Healthy Communities Emergency Business Plan October 2020-March 2021

Leisure and Sport			
Objective / Activity	Timescale	Status	Progress
Develop and deliver a range of physical activity programmes:			Between October-March 2021, the Council developed and delivered a broad range of virtual physical activity and wellbeing programmes to citizens and specific groups within the community.
<ul style="list-style-type: none"> Macmillan Move More 	Q3/Q4		Between October-March 2021, the Council recorded approximately 960 attendances at virtual sessions, which included circuits and dance.
<ul style="list-style-type: none"> Physical Activity Referral Scheme (PARS) 	Q3/Q4		Between October-March 2021, the Council recorded approximately 180 attendances at virtual sessions.
<ul style="list-style-type: none"> Health Co-Ordinator's (Transforming Health) 	Q3/Q4		Between October-March 2021, the Council recorded approximately 225 attendances at virtual sessions.
<ul style="list-style-type: none"> Everybody Active (EBA) 	Q3/Q4		During 2020-21, the Council recorded 2,270 attendances on the EBA programme, which included 1,771 women and girls, 338 people with a disability and 567 participants from areas of high social need.
Continue to adhere to current COVID-19 restrictions and guidance across all facilities and promote contactless transactions / online bookings	Q3/Q4		All indoor leisure facilities have adhered to public health and COVID-19 guidelines throughout the year. All activities have contactless/online payment and booking options which are being well utilised by customers.
Maintain all indoor and outdoor leisure facilities and retain functionality, in line with statutory health and safety requirements.	Q3/Q4		Whilst leisure facilities were closed, essential health and safety checks continued e.g. Legionella, Asbestos and Fire Safety. On a number of occasions, leisure facilities were also utilised as emergency rest centres.
Deliver ongoing service requirements around license agreements, planning permissions, public consultations and legal obligations	Q3/Q4		A number of projects have been progressed and completed. License agreements and planning permissions are in place for a range of projects, including Ballymartin Play Park and letting of Council lands for agricultural use.
Continue to progress the preliminary work and	Q3/Q4		A number of major capital projects were paused during lockdown.

deliver key projects in line with the Capital Programme			However, they have now re-commenced in line with construction industry guidance. Completed projects include the community trails, Play Strategy projects, Derrybeg pathways and NLC disability car parking.
Develop the Open Space Strategy and Sports Development Strategy	Q3/Q4		The progression of both strategies has been delayed due to the COVID-19 pandemic. However, the procurement documentation for the Playing Fields/Open Spaces Strategy and Sports Development/Multi Sports Hub Strategy is currently being prepared, for completion during 2021-22.
Include the Sports Capital theme within the Call 3 of the Financial Assistance Scheme	Q3		Sports Financial Call 2019/2020: <ul style="list-style-type: none"> - 9 Clubs were successful - £542,107 was awarded.

Areas of Good Practice/Improvement

Areas of good practice

- The re-opening and closing of leisure facilities in line with lockdown restrictions and social distancing guidelines.
- Health and wellbeing programmes swiftly adapted to the virtual environment, with online fitness and activity sessions being offered to customers and during the latter of quarter two the reintroduction back to direct delivery onsite and establishment of a new hybrid model of both virtual and direct delivery.
- Improved uptake of remote working and virtual meetings have worked well for the service and continues to be utilised although designated sites are now open.
- Ongoing and regular communication and information provision to all employees and customers through the NMD Be Active Facebook page and apps.

Areas for improvement










- Better forward planning and guidance from the Department for Communities in relation to the Community Coordination Hubs.
- Earlier Government communication and decisions making in relation to the furlough scheme for local government would have assisted with staffing requirements, as lockdown restrictions eased and facilities re-opened.
- Clearer guidance required to accompany Government announcements giving service providers a lead in time before announcements are issued to the public.
- More clarity from Government on who is responsible for implementing guidance i.e. Governing Body.




Areas for Business Transformation

- Introduction of new hybrid models for programme delivery that combine virtual and direct delivery options for customers.
- Remote working and online meetings have worked well and will help transform and modernise ways of working in the future.
- Adhering to the current guidelines and protocols around hygiene and cleaning of indoor leisure facilities will result in reduced access for customers and may potentially have an impact on future income streams.

- Continued uptake of online booking and transactions will generate a more controlled environment in terms of managing and anticipating customer demand and footfall in the future.








Community Engagement







Objective / Activity	Timescale	Status	Progress
Provide logistical support to Community events when restrictions permit	Q3/Q4		Community events have not been permitted to restart.
Continue to monitor Community Facilities to ensure compliance with H&S legislation	Q3/Q4		Council staff carrying out weekly checks to sites.
Work in partnership with IT to deliver WI FI to the Council owned community managed Community Facilities.	Q3/Q4		7, 100% run centres complete but due to COVID restrictions no community run facilities have been completed
Training and Development Plans for all job roles within the Community Services section	Q3		Several plans have been completed
Bookings within Community Facilities have reopened for block hirers	Q3/Q4		Due to restrictions limited block bookings have been permitted to use facilities
Reprofile AAR Programme within Crossmaglen and Bessbrook	Q2/4		AAR programme completed and funding utilised
Progress the development, finalisation and publishing of NM&DDC Community Facilities Strategy	Q4		Council approval delay Strategy development to take into account lessons learnt from COVID
Progress the refurbishment of 16 The Square Rostrevor	Q3/Q4		On site construction ongoing. Completion summer 2021
Implementation of following plans: > PCSP Action Plan > GR Action Plan > NR Action Plans > CS Action Plan	Q3/Q4		Where possible actionable activity in the action plans below was undertaken subject to COVID-19 restrictions: > PCSP Action Plan > GR Action Plan > NR Action Plans > CS Action Plan








			Some activity postponed or cancelled, sometimes at short notice, due to changes in COVID-19 restrictions.
Implementation of DEA Action Plans.	Q3/Q4		Actionable activity in the DEA action plans was where possible undertaken subject to COVID-19 restrictions. Some activity postponed or cancelled, sometimes at short notice, due to changes in COVID-19 restrictions.
Support Council's COVID-19 Community Coordination Hub (CCH).	Q1/Q4		Officers provided support to CCH by: > attending Hub meetings. > acting as link to DEAs. > acting as link with PCSP.
Manage external funding agreements with TEO, JC and DfC.	Q1/Q4		Funding agreements were managed, subject to COVID-19 restrictions, with: > actionable activity in action plans being undertaken. > action plans being monitored. > grant claims and reports being prepared and submitted. > funders requests and queries being responded to.
Complete E-Learning modules/courses.	Q1/Q4		Staff sought to complete relevant E-learning modules/courses as per schedule issued by HR.
Provide administrative and project specific support to Councils Community Coordination Hubs.	Q1/Q2		Ongoing support provided by the Programmes Unit at Hub meetings
Financial assistance, SLA's & FMA's – ongoing verification of claims, management of queries and liaison with funders.	Q1/Q4		Electronic Grants Management System was launched and an agreed online claims process of legacy pre system claims implemented along with the new EGMS process
Social Inclusion – ongoing advice and support through the Ethnic Minority Support Centre	Q1/Q4		Support has been provided on a weekly basis through online, phone and face to face appointment contact.
External funding – PEACE IV & SIF.	Q1/Q4		Delivery of the Peace programme has continued online where possible. SIF projects have been completed.
Financial Assistance funding calls	Q1/Q4		Three Calls for Financial Assistance were delivered in the financial year

			including two for COVID response and recovery.
External funding	Q1/Q4		
Financial Assistance	Q3/Q4		
Social Inclusion	Q3-Q4		
Areas of Good Practice/Improvement			
<p>The introduction of the EGMS has proven successful for groups from applicant stage through to completion of claims. A system review will take place this year with a new contract to go in place for the start of 2022-2023.</p> <p>Implementation of virtual/remote engagement models deployed during restricted periods across all service delivery areas.</p> <p>Evolving role of Community Coordination Hub – changes to Terms of Reference/engagement from Health Trusts/Community Planning Model.</p>			
Areas for Business Transformation			
<p>Review of community facility capacity with the introduction of enhanced cleaning schedules.</p> <p>Further development of virtual/remote engagements.</p>			

Health and Wellbeing

Objective / Activity	Timescale	Status	Progress
Enforcement of Social Distancing	Q1/2		Ongoing as restrictions are amended
Advice on Social Distancing	Q1/2		Ongoing as restrictions are amended
Provide advisory service to Businesses reopening after period of lockdown	Q1/Q2		Ongoing as restrictions are amended
Work with DAERA and FSANI in relation to the provision of Import controls at Warrenpoint harbour following the end of the Transition period for EU exit	Q1-Q3		Staff appointed and working at Port for 11 shifts per week
Act as Lead Partner for the Collaborative Action for the Natura Network (CANN) INTERREG VA project ensuring the delivery of all areas.	Q1-Q4		Project progressing as per targets and extension has been granted
Carry out statutory functions in relation to Food Safety, Health and Safety at Work, Public Health and Housing, Environmental Protection and Consumer Protection	Q1-Q4		Ongoing
Establish Cross Departmental Officer	Q3		Work has commenced and progressing







Climate Working Group and commence development of Local Climate Adaptation Plan			
Implement the Corporate Single Use Plastics Policy and Strategy	Q2/Q3		Delayed due to current working restrictions
Work with NSD and local Communities to identify and develop rewilding areas across the 7 DEA's.	Q2		On target
Provision of Home to Hospital schemes in Mourne and Slieve Gullion DEAs	Q1-Q4		Ongoing
Provision of Financial assistance call for Suicide prevention and Mental Health	Q2		Complete
Develop a range of services to promote employee Health and Wellbeing	Q1-Q4		ongoing
Facilitate Biannual formal engagement between Council, the local Health Trusts and NIAS	Q2/Q4		Ongoing. Required meetings facilitated in year
Deliver a funding programme for Biodiversity Improvement / Enhancement Projects across the District to assist and encourage local people and organisations to play a vital part in enhancing and maintaining the area's biodiversity.	Q2/Q3		Complete
Establish Newry, Mourne and Down District Council as a member of Sustainable Food Cities Network.	Q3/Q4		
Work in Partnership with Federation of City Farms and Community Gardens to Support local Community Groups in the establishment of community gardens and allotments.	Q3/Q4		










Participate in Live Here Love Here initiative with Keep NI Beautiful which involves small grants scheme for local groups and also a regional PR programme	Q3/Q4		Complete
Develop and publish quarterly staff sustainability newsletter to share advice and information on sustainability with staff e.g. recycling, home composting, growing at home, sustainable travel.	Q3/Q4		Ongoing
Increase Councils renewable energy generation through Solar, Photovoltaic and Heat Pump technologies. Investigate and implement battery storage on a trial site with Photovoltaic Panels with a view to roll out to other sites.	Q1-Q4		Matters to be progressed in 2021/22 Business plan
Develop and deliver 'Cleaner Greener Communities Initiative' alongside the Neighbourhood Services Directorate to include a recognition event for participating groups.	Q1		Unable to pursue due to restrictions on gatherings due to Coronavirus
Provision of minimum 15 no internal and 4 no external water fountains across the District.	Q4		On track to be fully implemented when Covid restrictions allow
Affordable Warmth Scheme	Q3/Q4		Ongoing provision and SLA to provide service within Armagh Banbridge Craigavon BC
Home Safety Scheme	Q3/Q4		ongoing
Areas of Good Practice/Improvement			
Areas for Business Transformation			

New form of working has led to efficiencies in allowing officers more time in the field with access to office only as required.

3.0 Measures of Success

The following 'measures of success' have been monitored and reported for the 2020-21 financial year:

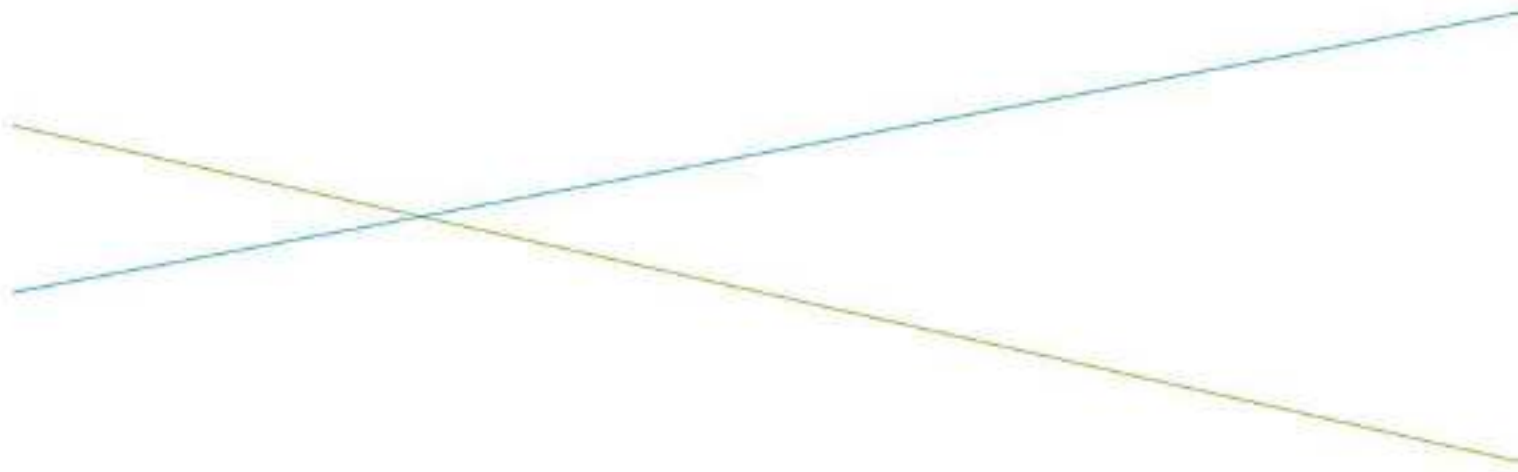
Measures of Success				
Measure	Target	Actual	Status	Explanation
Sport and Leisure				
Number of attendances at indoor leisure facilities (pre COVID-19 target as per Indoor Leisure Business Plan)	1,922,131	75,296		The Council achieved 3.9% of the target set and the reduction in numbers is due to the Covid-19 restrictions.
Number of attendances at Newry Leisure Centre (pre COVID-19 target as per Indoor Leisure Business Plan)	811,050	27,253		The Council achieved 3.4% of the target set and the reduction in numbers is due to the Covid-19 restrictions.
Number of attendances at Down Leisure Centre (pre COVID-19 target as per Indoor Leisure Business Plan)	432,000	30,199		The Council achieved 7% of the target set and the reduction in numbers is due to the Covid-19 restrictions.
Number of children and young people engaged in Community Play and other health and wellbeing initiatives, Halloween and Christmas camps (pre COVID-19 target)	500	430		Due to COVID-19 restrictions, only virtual programmes could be delivered and small outdoor group activity when the restrictions eased.
Number of participants from targeted groups involved in physical activity programmes	3,818	2,270		During 2020-21, the Council recorded 2,270 attendances on the EBA programme, which included 1,771 women and girls, 338 people with a disability and 567 participants from areas of high social need.
Community Engagement				
Number of meetings, events and capacity building programmes, including attendance	Community Services -25 meetings / 5 capacity building	21 meetings & 10 capacity building		The meetings were face to face meetings with community groups around the reopening of community facilities.

levels and participation evaluation	programmes total 100 people. Community Engagement – Baseline data being tracked			The capacity building workshops were online Health & Safety courses.
The effectiveness of Council run community engagement structures in facilitating stakeholder participation	Baseline data being tracked	Data was tracked		Baseline data is being reviewed and will be used to inform measures of success going forward.
Number of Neighbourhood Watch Schemes	105	113		Number of schemes across the district increased during the year. PCSP hosted 3 Neighbourhood Watch Network meetings online in 2020.21.
Number of beneficiaries of PCSP Home Safety Packs	2,500	2,500		Vulnerable people and families across the district were beneficiaries of the packs.
Number and percentage of financial assistance projects funded	377	377		In addition the Unit support SLA's (large and small), FMA's, Christmas Illuminations/Trees.
Number of contacts recorded through the Ethnic Minority Support Centre	240 face to face contacts 2350 phone contacts	677 3750		507 clients directly benefitted from the service
Number of community run events supported	10 per annum	24		Once a week for 24 weeks, council delivered Cooked meals/food and toy hampers sponsored by Norbrook throughout the District.
Health and Wellbeing				
Percentage of service requests responded to within 3 days	80%	93%		
Percentage of general planning applications processed within 15 working days of receipt (or 21 days)	80%	92%		
Percentage of premises within the scope of the Food Hygiene Rating	80%	90%		

Scheme that have been scored and advised within statutory timescales				
Level of customer satisfaction with core Environmental Health Services	Baseline data to be established			
Number of community clean ups supported	Targets cannot set for 2020-21 (due to COVID-19 restrictions)			
Percentage of target Home Safety visits completed				
Number of schools and groups participating in education and awareness campaign				
Number of groups receiving financial assistance from the Biodiversity call				

Active and Healthy Communities Directorate

Business Plan 2021-22



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and Down**
District Council

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4.0 Challenges and Opportunities	
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7.0 Organisation and Office Structure	
8.0 Financial Information	
9.0 Governance Arrangements	

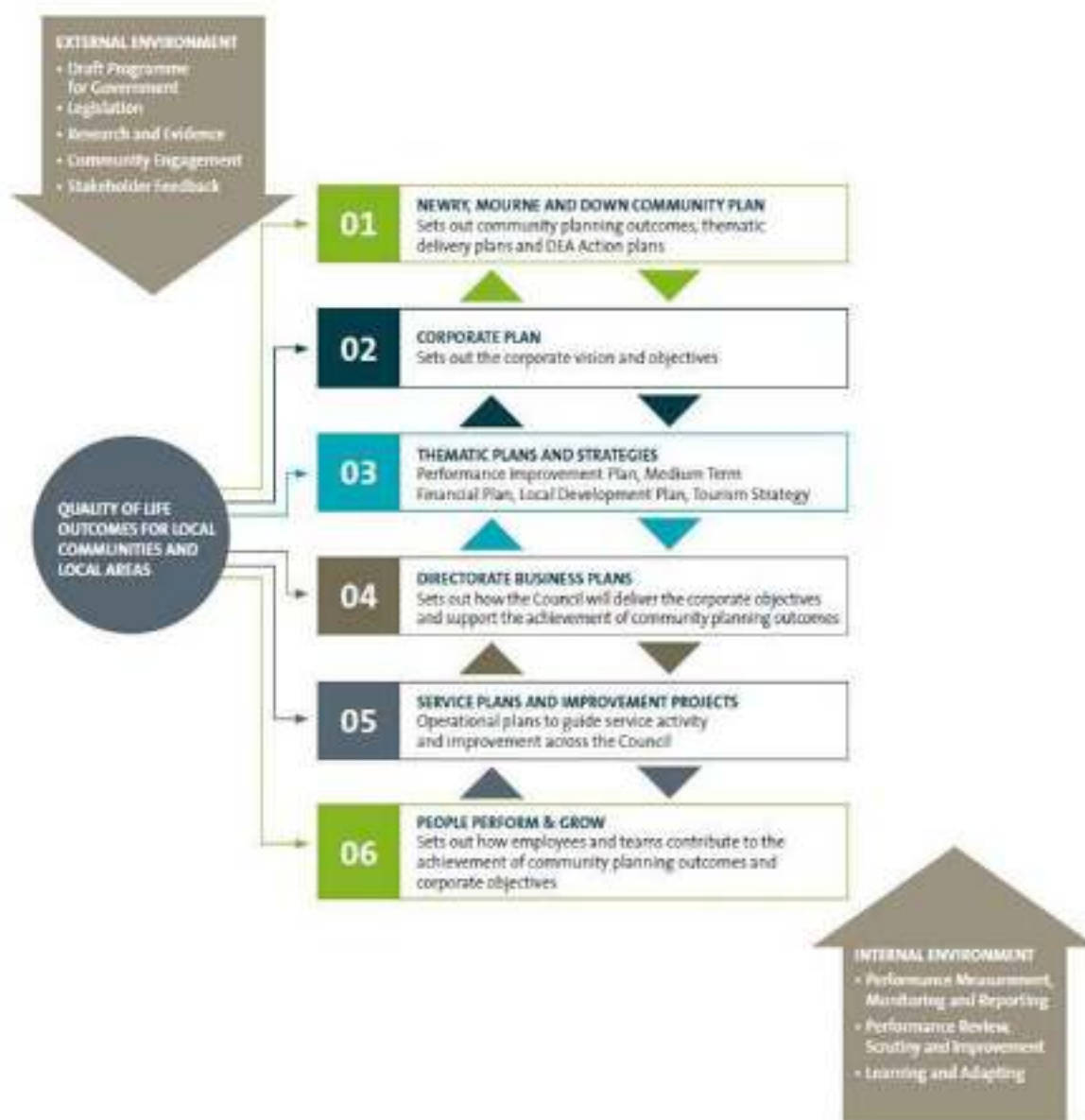
1.0 Introduction

- 1.1 The Active and Healthy Communities Directorate (AHC) is responsible for leisure and sporting facilities, health and wellbeing programmes and community engagement structures across the district. The Directorate has overall responsibility for the management of Safety and Good Relations and performs a lead role in promoting sustainability within the Council and across the district. The Directorate is also responsible for all the statutory functions in relation to the Environmental Health Service.
- 1.2 The core responsibilities of the Directorate are:
- **Leisure and Recreation**
 - **Parks and Open Spaces**
 - **Sports Development**
 - **Environmental Health**
 - **Sustainability**
 - **Health Improvement**
 - **Engagement and Community Development**
 - **Strategic Programmes**
 - **Community Services, Facilities and Events**
- 1.3 The AHC Business Plan 2021-22 is focused on identifying opportunities for business recovery and transformation, in response to the COVID-19 pandemic.

2.0 Background and Context

- 2.1 The AHC Business Plan is developed within the context of the Community Plan and Corporate Plan 2021-23. The Community Plan sets out the long term outcomes for the District, based on the needs and aspirations of local people. The Corporate Plan sets out the key strategic objectives for the Council between 2021-23, and how it will contribute to achieving the community planning outcomes.
- 2.2 The Community Plan and Corporate Plan are cross cutting and strategic in nature. They guide all activity within the organisation, as well as the subsequent allocation of resources, and sit within a hierarchy of plans, as outlined in the 'Business Planning and Performance Management Framework' (Figure 1).
- 2.3 The Business Planning and Performance Management Framework drives and provides assurance that the Council is delivering its corporate vision and objectives, whilst securing continuous improvement in the exercise of functions. It provides a mechanism to join up and cascade the various plans and strategies across the organisation, demonstrating how employees contribute to achieving community planning outcomes and corporate objectives, for the ultimate benefit of the citizens we serve.

Figure 1: Business Planning and Performance Management Framework



2.4 Whilst the Corporate Plan focuses on issues which cut across the organisation and are strategic in nature, the AHC Business Plan provides an overview of the key operational activities for the coming year. These activities are explicitly linked to corporate objectives and coupled with 'business as usual' service delivery, provide clear direction for all employees within the Directorate (Figure 2). Directorate Business Plans are supported by Service Plans and the 'People Perform and Grow' initiative.

2.5 The AHC Business Plan is published annually and is the basis upon which performance is managed and reviewed by the full Council, Active and Healthy Communities Committee and Senior Management Team.

Figure 2: AHC alignment across the Business Planning and Performance Management Framework



3.0 Purpose and Values

3.1 Purpose

3.1.1 The primary purpose of the AHC Directorate is to develop, implement and monitor key strategic frameworks to support better leisure, sport, health and wellbeing outcomes, improve environmental education across the district and build community capacity and promote good relations at a local level.

3.1.2 The bulk of departmental activity is aligned to the following corporate objectives:

- Contribute to improving the health and wellbeing of everyone in the District and reducing health inequalities.
- Enhance, protect and promote our environment
- Enable and support people to engage in inclusive and diverse activities in their community
- Advocate for others for the benefit of all people of the District

3.2 Values

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

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

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

4.0 Challenges and Opportunities

- 4.1 The Active and Healthy Communities Directorate was established in December 2014. The Department continues to evolve in line with organisational change and remains committed to developing and embedding the necessary plans, policies and processes to deliver improvement across the organisation. Influences within the external and internal environment continuously present challenges and opportunities, which have an impact on the overall management and operation of the Active and Healthy Communities Directorate.
- 4.2 The various (internal and external) challenges and opportunities for the department are summarised as follows:

External Environment

- **Legislation:** Ensuring legislative compliance with The Local Government (NI) Act 2014 and subsequent Orders, specifically in relation to the Duty of Community Planning, Duty of Improvement and Political Governance, legislative changes as a result of potential EU Exit.
- **Strategic Alliances:** Collaborating with stakeholders to address the impact of Brexit and continue to operate amidst wider political uncertainty.
- **Community Planning:** Strengthening existing partnerships and progressing the implementation of the four Thematic Delivery Plans to support the achievement of the long-term community planning outcomes.
- **Local Government Reform:** Addressing legacy issues and successfully integrating the new powers and functions created by Local Government Reform.
- **Evidence Based Decision-Making:** Ongoing collation of national, regional and local datasets to inform and influence local decision-making, policy development and service provision.

- **Global trends:** Considering the impact of COVID-19, Brexit, climate change, complex social issues, the needs of a growing and ageing population, growing health inequalities, increased demand for public services, fluctuations in crime and rates of anti-social behavior and rising customer expectations on public service provision.

Internal Environment

- **Management:** Successfully establishing Directorate in terms of its structure, governance and internal processes.
- **Resources:** Identifying and securing the financial and non-financial resources needed for the Directorate to promote healthy and sustainable communities.
- **Structure:** Implementation of new departmental structure to ensure delivery of the corporate objectives and to meet the challenge of corporate restructuring and transfer of new or emerging services.
- **Legislation:** Ensuring corporate legislative compliance in respect of key statutory obligations, including Equality (Section 75), Performance Improvement as well as Community Planning which augments existing service delivery.
- **Community Planning:** Developing partnerships that will deliver local area-based plans to deliver on the Council's Community Plan.
- **Performance Management:** Continually monitoring and reviewing the department's performance, highlighting areas of high performance as well as identifying areas for intervention.
- **Transformation and Improvement:** Successfully developing and implementing a transformational programme of change that drives out the efficiencies and improvements that both members and the public demand.
- **Property and Land Assets:** Successfully developing and implementing the necessary frameworks, policies and processes to support the effective and efficient management of the department's estate.

5.0 Directorate Objectives and Supporting Actions

Key Office Objectives
<p>Leisure and Sport – Promote increased levels of activity and develop targeted programmes to support improved health and wellbeing outcomes.</p> <p>Community Engagement – Create a strong community base to improve empowerment and, capacity within our communities and ensure the views of our community are fully represented.</p> <p>Health and Wellbeing – Promote sustainability both within the organization and externally, support improved Health and Wellbeing outcomes and ensure Councils obligations in relation to their statutory functions are fulfilled.</p>

Leisure and Sport	
Promote increased levels of activity and develop targeted programmes to support improved health and wellbeing outcomes	<p>ALIGNMENT WITH CORPORATE PLAN</p> <p>Continue to improve the health and wellbeing of everyone in the district and reduce health inequalities</p>
Supporting actions	Timescale
Progress and implement the review of Leisure Services	Q1 – Q4
Progress the leisure projects agreed within the Capital Programme	Q1 – Q4
Develop and deliver a range of programmes to encourage participation in physical activity and improve health outcomes for all	Q1 – Q4
Identify and progress potential Community Trails across the seven District Electoral Areas	Q1 – Q4
Progress the development of the Playing Fields/Open Spaces Strategy and Sports Development/Multi Sports Hubs Strategy	Q1, Q2 & Q3
Review and evaluate the implementation of the Play Strategy	Q4
Effectively manage and sustain leisure facilities in line with COVID-19 restrictions and public health guidelines	<p>ALIGNMENT WITH CORPORATE PLAN</p> <p>Continue to improve the health and wellbeing of everyone in the district and reduce health inequalities</p>
Supporting actions	Timescale
Carry out a COVID-19 specific Customer Satisfaction Survey and use the findings to identify and inform service improvements	Q1 / Q2
Continue to ensure all leisure facilities are safe, clean, hygienic and well maintained	Q1 – Q4
Ensure membership options provide value for money, aligned to the availability of activities and capacity of facilities	Q1 – Q4
Community Engagement	
Create a strong base to engage, empower and build the capacity of local communities, ensuring their views inform the work of the Council and its partners.	<p>ALIGNMENT WITH CORPORATE PLAN</p> <p>Enable and support people engage in inclusive and diverse activities in their communities</p>
Supporting actions	Timescale

Further develop levels of engagement and participation through existing structures (eg DEAs, NHR, PCSP, PEACE IV) following review of Covid 'lessons learned'	Q1-Q4
Comply with statutory responsibilities in relation to Community Engagement service provision (including PCSP, Peace IV & DEAs)	Q1-Q4
Develop and implement the District wide Good Relations Programme, PCSP Action Plan, NHR Action Plan (Downpatrick & Newry) and PEACE IV Local Action Plan	Q1-Q4
Develop and deliver the 7 DEA Fora Action Plans and strengthen the alignment with the outcomes within the Community Plan	Q1-Q4
Work with internal and external to deliver a minimum of 2 Financial Assistance Calls per annum, and roll out external training sessions	Q1/Q2/Q3
Positively engage minority groups through an outreach service provision (Downpatrick & Newry)	Q1-Q4
Continue to logistically support local community run events and festivals	Q1-Q4
Engage and undertake community consultation to inform the development of the: <ul style="list-style-type: none"> - Peace Plus Plan - Community Facilities Strategy 	Q3
Health and Wellbeing	
– Promote sustainability both within the organization and externally, support improved Health and Wellbeing outcomes and ensure Councils obligations in relation to their statutory functions are fulfilled.	ALIGNMENT WITH CORPORATE PLAN
	Continue to improve the health and wellbeing of everyone in the district and reduce health inequalities
Supporting actions	Timescale
Carry out statutory functions in relation to Food Safety, Health and Safety at Work, Public Health and Housing, Environmental Protection and Consumer Protection	Q1-4
Facilitate Biannual formal engagement between Council, the local Health Trusts and NIAS	May and August
Work in partnership with PHA to tackle Health inequalities through agreed action plan	Q1-4
Continue to support and develop the Age Friendly Strategic Alliance with Statutory and Community Voluntary sector partners	2 meetings per annum
Support 2 no. Home to Hospital Volunteer Driver Schemes to help rural access to Health services in The Mournes and Slieve Gullion DEAs	Q1-4
Administer Financial Call in relation to Suicide Prevention and Emotional Wellbeing	Quarter 1
Develop a range of services to promote employee Health and Wellbeing	Ongoing

– Promote sustainability both within the organization and externally, support improved Health and Wellbeing outcomes and ensure Councils obligations in relation to their statutory functions are fulfilled.	ALIGNMENT WITH CORPORATE PLAN Enhance, protect and promote our environment
Act as Lead Partner for the Collaborative Action for the Natura Network (CANN) INTERREG VA project ensuring the delivery of all areas.	Ongoing until December 2022
Facilitate quarterly meetings of the Sustainability and Climate Change Forum and develop proposed actions	Ongoing 4 meetings per annum
Investigate and implement battery storage on a trial site with Photovoltaic Panels with a view to roll out to other sites.	Quarter 1/2
Deliver funding programmes for Biodiversity Enhancement and Community Growing Projects across the District	Quarter 1/2
Develop an Active Travel Masterplan for the District	Quarter 2
Facilitate Climate Change Adaptation Group to develop local adaptation plan	Quarter 3

6.0 Performance

6.1 In addition to managing and monitoring financial and human resources, the following performance measures will be monitored during 2021-22:

Measures of Success
Leisure and Sport <ul style="list-style-type: none"> • Number of attendances at all indoor leisure facilities, including Newry and Downpatrick Leisure Centres • Number of participants engaged in physical activity programmes and health and wellbeing initiatives • Number of recorded visits at community trails
Community Engagement <ul style="list-style-type: none"> • Number of meetings, events and capacity building programmes, including attendance levels • The effectiveness of Council run community engagement structures in facilitating stakeholder participation • Number of Neighbourhood Watch Schemes • Number and percentage of financial assistance projects funded • Number of contacts recorded through the Ethnic Minority Support Centre

Health and Wellbeing

- Percentage of service requests responded to within 3 days
- Percentage of general planning applications processed within 15 working days of receipt by Environmental Health
- Net cost of the 5 core services per head of population (excluding CEC*)
- Percentage of premises within the scope of the Food Hygiene Scheme that meet the standard of 'broadly compliant'
- Number of proactive/planned Health and Safety inspections as a percentage of total premises within jurisdiction

AHC Plans, Strategies and Policies

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

- Department Business
- Community Centre Effectiveness Review
- Local Biodiversity Action Plan
- Play Strategy and Actions Plan
- Sports Facilities Strategy and Action Plan
- MUGA Strategy and Action Plan
- Air Quality Management Action Plan
- PCSP Action Plan
- Food Service Plan
- 7 DEA Action Plans
- Indoor Leisure Business Plan
- Good Relations Action Plan
- Financial Assistance Policy
- Climate Change Adaptation Plan

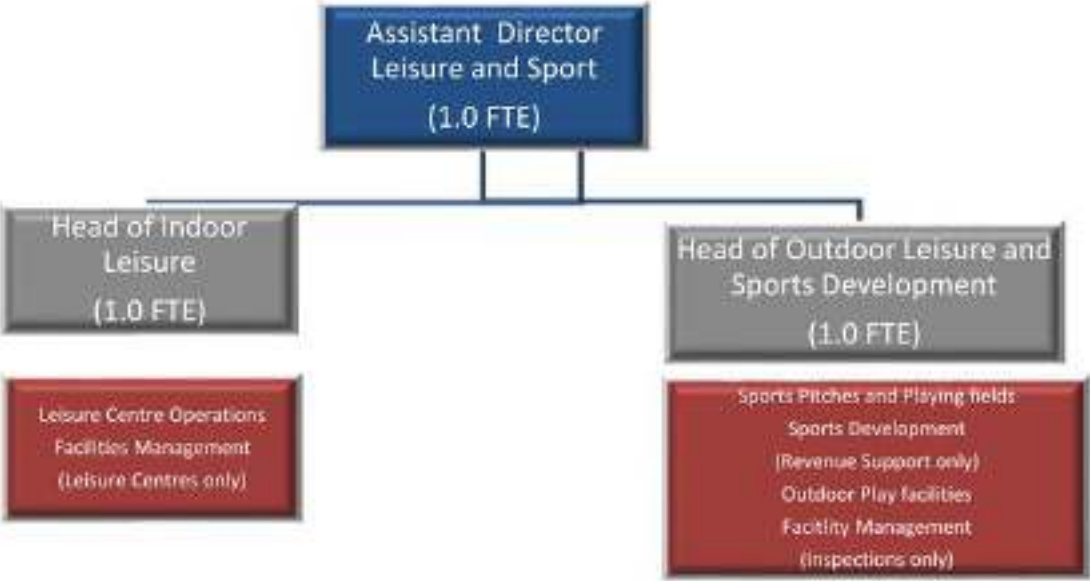
7.0 Organisation and Directorate Structure

7.1 The Active and Healthy Communities Directorate is one of five Departments, which together comprise the management structure of the Council. The Directorate structure is set out in Figure 4.

Figure 4 – Active and Healthy Communities



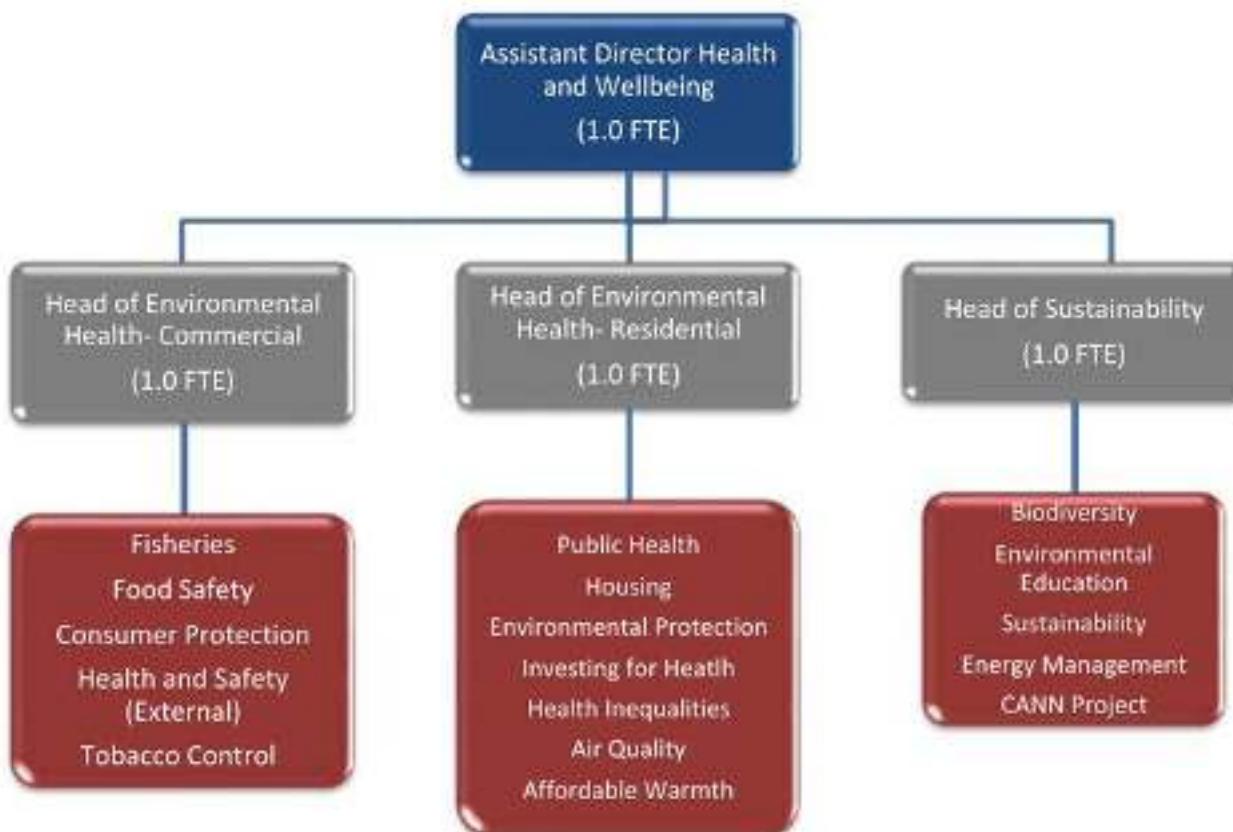
Leisure and Sport



Community Engagement



Health and Wellbeing



8.0 Financial Information

Net estimated expenditure (2021-22)	
Community Engagement	£
Health and Wellbeing	£
Sports and Leisure	£7,483,980.00
TOTAL: Active and Healthy Communities Directorate	£

9.0 Governance Arrangements

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

Figure 4: Governance Arrangements

Full Council

- Ratification of AHC Business Plan
- Ratification of the annual and bi-annual reviews of AHC Business Plan

Strategy, Policy and Resources Committee / Audit Committee

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

Active and Healthy Communities Committee

- Consideration, scrutiny and approval of AHC Business Plan
- Consideration, scrutiny and approval of the annual and bi-annual reviews of AHC Business Plan

Senior Management Team

- Development, consideration and approval of AHC Business Plan
- Development, consideration and approval of the annual and bi-annual reviews of AHC Business Plan

Ag freastal ar an Dún agus Ard Mhacha Theas

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0330 137 4000 (Council)
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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:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	District Electoral Area (DEA) Forums Update Report
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>Purpose</p> <ul style="list-style-type: none"> To note the report. To consider and agree to approve the actions in the Action Sheets attached from the DEA Forum Private Meetings listed in 3.1 below. <p>Background</p> <p>The information in Appendix 1 attached is provided to update the Committee on recent DEA activity and on activity planned to be undertaken by the DEAs (subject to COVID-19 restrictions, guidelines and requirements).</p>
2.0	Key issues
2.1	Any activity undertaken by the DEAs must be compliant with COVID-19 restrictions, guidelines and requirements.
3.0	Recommendations
3.1	<p>That the Committee: -</p> <ul style="list-style-type: none"> Note the report. Agree to approve the actions in the Action Sheet attached for: <ul style="list-style-type: none"> ➤ The Mourne DEA Forum Private Meeting held on Wednesday 2 June 2021. ➤ Downpatrick DEA Forum Private Meeting held on Tuesday 8 June 2021. ➤ Slieve Gullion DEA Forum Private Meeting held on Tuesday 8 June 2021.
4.0	Resource implications
4.1	Support and assistance from partners to deliver actions in the DEA action plans.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i>

	It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	Appendices
7.1	<ul style="list-style-type: none"> ➤ Appendix 1: Update on the ongoing work of the DEAs. ➤ Appendix 2: Action Sheet of The Mourne DEA Forum Private Meeting on 2 June 2021. ➤ Appendix 3: Action Sheet of Downpatrick DEA Forum Private Meeting on 8 June 2021. ➤ Appendix 4: Action Sheet of Slieve Gullion DEA Forum Private Meeting on 8 June 2021.

8.0	Background Documents
8.2	None.

Appendix 1

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

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

Level of Health Status:

Slieve Gullion DEA have linked with Surestart South Armagh, Council's Health Inequalities Officer and Clanrye Group to deliver a series of walks, fitness sessions and information events to highlight Men's Health Week on the 14 and 17 June 2021. The sessions will focus on men's health and encourage men of all ages to become more active and look after their mental and physical health. There will be out-door and zoom sessions available.

In partnership with CDRCN and People and Communities (Big Lottery), Downpatrick, Rowallane and Slieve Croob DEAs have organised 5 outdoor Coffee & Connect events during the month of June 2021. The events are limited in the numbers attending due to COVID-19 considerations. Appreciating that during the pandemic and lockdown many people experienced isolation and suffered emotional anguish, the aim of the events is to reconnect people suffering from social or rural isolation in a safe environment. Each event begins with a briefing on the need to practice social distancing by all attendees, followed by a walk around the open space and finish up with a coffee and a chat served from a very chic Horse Box conversion. During the pandemic emotional and mental health has been highly impacted and these events provide an opportunity for people from different communities to have a coffee and a chat, enjoy some outdoor exercise in a safe environment and improve their overall well-being.

Slieve Croob DEA in collaboration with CDRCN have organised the Action Cancer Bus to come to Ballynahinch Rugby Club on Thursday 17 June 2021 so rural people can have the opportunity to access vital health services at the heart of the community.

In collaboration with CDRCN, Downpatrick, Mourmes, Rowallane and Slieve Croob DEAs have organised a Bush Craft & Foraging workshop at Finnebrogue Woods, Downpatrick, for 12 men from each of the DEAs as part of Men's Health Week. The men will be taught essential survival & woodland bush craft skills in this hands-on immersive experience.

In partnership with the Council's Health Referral Coordinator, Downpatrick, Rowallane and Slieve Croob DEAs have organised a Be Active & Smile Challenge with 22 participants who suffer from poor mental health. Participants will take a photo on their phone while participating in a physical activity, whether they are outdoors on a walk on their own, of something that makes them smile. By setting this simple challenge it will help focus participants on something positive and utilise the Take 5 Steps to Wellbeing message. The participants will partake in this programme for a week. A WhatsApp group will be set up for participants to support each other and chat about their photos. Following this challenge participants will be invited to an engagement event where all photos will be on display. This will provide an opportunity for everyone to see each other's work along with a short description on why that photo made them smile. This is a project to raise individual self-esteem, promote positive thoughts and provide a safe opportunity for like-minded people to share their opinions and to socialise.

A series of community and youth litter collection initiatives to support the Cleaner Cities campaign and colleagues in the voluntary and statutory sectors has been planned. The initiative will take place throughout Newry DEA in partnership with the EA Youth Service and the Inland Waterways Association.

All People in Newry, Mourne and Down Live in Respectful, Safe and Vibrant Communities***Level of Civic Participation and Good Relations:***

Slieve Gullion DEA are delivering pre-ESOL classes for the month of June. The session will aim to prepare participants for ESOL (English for Speakers of Other Languages) sessions.

Slieve Gullion DEA together with CYPSP will be launching a summer scheme information event on 28 June 2021 from 10.00am-11.30am highlighting a range of summer schemes taking place in the area. The "Summer is Coming" event will provide an opportunity for statutory and community groups to get information about schemes taking place and identify gaps in areas.

A programme of good relations and diversionary activities is being developed for summer delivery directed towards children and young people. Slieve Gullion, Newry, Crotlieve and Mournes DEAs, PCSP, NIHE, PSNI and community representatives are working in partnership on this initiative.

An Ulster Scots and Irish Programme to include demonstrations and talks which celebrate dance, music, language is an initiative that will feature across all 7 DEAs.

Newry, Mourne and Down District Council

**Action Sheet of Mournes District Electoral Area (DEA) Forum Private Meeting
held on Wednesday 2nd June 2021 at 12.00 noon via Microsoft Teams**

Chairperson:

Councillor Glyn Hanna

In Attendance:

**Councillor Leanne McEvoy
Councillor Willie Clarke
Councillor Harold McKee
Councillor Sean Doran**

Independent Members:

**Paula Nixon, CDRCN
Andy Hall, SANSA
Donna McConnell, Kilkeel Development Association**

Statutory Partners:

**Aoife Shaw, DAERA
Deirdre Magill, SH&SCT**

Council Officials:

**Donna Mulholland, DEA Coordinator
Aisling Rennick, Engagement & Development Manager
Judith Thompson, PCSP Officer**

Others in Attendance:

Janice Smith, ACE

Apologies:

**Councillor Laura Devlin
Damien Brannigan, Head of Engagement
Martina Flynn, Safer Communities & Good Relations Manager**

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed
MOU/2021/45	Introduction	Introduction & Apologies	Noted.
MOU/2021/46	Declarations of Interest	No Declarations of Interest were made.	Noted.
MOU/2021/47	Janice Smith (ACE)	Janice Smith provided an overview of the Annalong Community Project to the Forum and noted any comments provided with regard to the project. Janice will attend another Forum meeting later in the project to confirm key findings.	Janice Smith's email to be circulated to the Forum members for any additional input.
MOU/2021/48	PCSP Update	Judith Thompson provided an update on PCSP projects being rolled out across the district.	PCSP to circulate and update the Forum on all projects and events going forward
MOU/2021/49	Kilkeel Harbour Project	ERT has requested meeting with Minister. Council continue to work in partnership with Seasource, ANIFPO, DAERA and Invest NI on development proposals for both phases.	DEA Coordinator to arrange a special Forum meeting for June 2021 with Alan McCullough, Seasource.

MOU/2021/50	Ballymartin Play Park	Currently awaiting the legal issues being finalised and signed off by the Housing Executive Solicitors.	ONGOING
MOU/2021/51	Carparking at Tourism Sites/Assets	Update from Andrew Patterson, Assistant Director of Tourism, regarding carparking at tourism sites and stating the matter was being progressed through the Mournes Multi Agency Group. Mournes Multi Agency Group agreed to give regular updates from the Multi Agency Group regarding this issue.	The DEA Forum request Assistant Director of Tourism to coordinate an onsite meeting with Mourne Councillors and the appropriate personnel to discuss issues with campervans at Castle Park, Newcastle.
MOU/2021/52	PEACE IV Training	Update from Aisling Rennick, Engagement & Development Manager, regarding projected PEACE IV training needs assessment and engagement.	The priority for this training is under review.
MOU/2021/53	DEA Coordinator's Report	DEA Coordinator provided an update/report on the proposed projects within the Mournes Area.	Noted.

MOU/2021/54	Emerging Community Issues	Ongoing issues with regards to tackling substance abuse.	<p>DEA Forum to continue working with PCSP/CDRCN and other agencies to educate and create diversionary programmes to help reduce ongoing issues.</p> <p>ASCERT to be invited to the next Mournes DEA Forum meeting.</p> <p>DEA Coordinator to contact Cllr Clarke with regard to a request from residents for use of the green space at Mourne View Road/Dundrum Road as a communal area.</p>
MOU/2021/55	Date of next meeting	2 August 2021 12.00 noon.	

The meeting ended at: 1.35 pm

Newry, Mourne and Down District Council

Action Sheet of Downpatrick District Electoral Area (DEA) Forum Private Meeting held on Tuesday 8th June 2021 at 10.00 am via Microsoft Teams

Chairperson:	Councillor Oonagh Hanlon (for the election of Chair) Councillor Gareth Sharvin
In Attendance:	Councillor Oonagh Hanlon Councillor Dermot Curran Councillor Cadogan Enright
Independent Members:	Dan McEvoy, Downpatrick Community Collective Jenny Lavery, Housing Communities Network Jim Masson, Down Business Connect Daniella McCarry, County Down Rural Community Network Lisa Perry, Downpatrick Neighbourhood Renewal Partnership
Statutory Partners:	None
Council Officials:	Katrina Hynds, Downpatrick DEA Co-Ordinator Aisling Rennick, Engagement & Development Manager Margaret Quinn, Project Development Manager
Others in Attendance:	Mary Cahalane-Woodward, Speech & Language Therapist, SET
Apologies:	Damien Brannigan, Head of Engagement Maurice Denvir, East Lecale Communities

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
DEA/DPK/21/01	Apologies	Received from Maurice Denvir and Damien Brannigan.	Noted.
DEA/DPK/21/02	Declaration of Interest	No Declarations of Interest were made.	Noted.
DEA/DPK/21/03	Actions of Meeting held on 2 February 2021	Read: Action sheet from Meeting held on 13 April 2021.	Noted.
DEA/DPK/21/04	Appointment of Chair	It was agreed on the proposal of Councillor Curran, seconded by Councillor Hanlon that Councillor	Noted.

		<p>Sharvin assume the position of Chair.</p>	
<p>DEA/DPK/21/05</p>	<p>Appointment of Vice Chair</p>	<p>It was agreed on the proposal of Councillor Sharvin, seconded by Councillor Enright that Councillor Hanlon assume the position of Vice Chair.</p> <p>Members requested clarification on the appointment process and what was agreed at previous meetings.</p>	<p>Noted.</p> <p>DEA Co-Ordinator to collate information.</p>
<p>DEA/DPK/22/06</p>	<p>Welcome and thanks</p>	<p>Members welcomed Lisa Perry as the new representative of Downpatrick Neighbourhood Renewal Partnership and agreed to send a letter of thanks to the previous representative McCartan Digney for his contribution to the Forum.</p>	<p>DEA Co-Ordinator to progress.</p>

DEA/DPK/21/07	Receive representative from SET re Speech & Language Programme	Due to issues with IT it was agreed to invite the Officer to the August Meeting.	DEA Co-Ordinator to organise presentation for next meeting.
DEA/DPK/21/08	Update from PCSP Representative	<p>The PCSP Officer gave an update on work currently undertaken.</p> <p>Members to promote Summer Crime Prevention Event on 12 June in St Patrick's Square, Downpatrick.</p> <p>Officer to forward members details and information in relation to the new Home Secure initiative in order to be promoted throughout the district.</p> <p>A discussion ensued in relation to ASB in Downpatrick town centre and the Officer advised that this is being addressed at the PCSP multi-agency ASB Sub Group. Also being addressed at the new Downpatrick Interagency Meeting to be held on 24 June 2021, which is being managed by CDRCN.</p>	<p>DEA Co-Ordinator to proceed with programme.</p> <p>PCSP Officer to disseminate information and forward to members.</p>

		Item on alleygating to be brought to this interagency meeting.	DEA Co-Ordinator to request CDRCN place an item regarding alleygating on the agenda.
DEA/DPK/21/08	Update on Irish Street	<p>In relation to the old PSNI station, Downpatrick, the Project Development Manager advised members that the Development brief will be released by DFC by the end of June.</p> <p>In relation to revitalisation of Irish Street, DFI had advised until there is a resolution regarding the ownership of a derelict site the resurfacing cannot take place.</p> <p>Revitalisation Scheme to commence in Church Street – Officers to engage with local shop owners/developers.</p>	<p>Noted.</p> <p>Noted.</p> <p>Project Development Manager to progress.</p>
DEA/DPK/21/08	Report on DEA/ Good Relations Initiatives	<p>The DEA Co-Ordinator gave members an update on initiatives.</p> <p>Members requested that DEA Co-Ordinator obtain update from Senior</p>	<p>Noted.</p> <p>DEA Co-Ordinator to contact Senior Environmental Health Officer.</p>

		<p>Environmental Health Officer regarding the roll out of the Period Poverty initiative in Council buildings.</p>	
<p>DEA/DPK/21/07</p>	<p>Date of Next Meeting</p>	<p>Next meeting is scheduled to take place at 10.00 am on 10 August 2021.</p>	<p>Noted.</p>

The meeting ended at: 11.20 am

Newry, Mourne and Down District Council

Action Sheet of Slieve Gullion District Electoral Area (DEA) Forum Private Meeting held on Tuesday 8th June 2021 at 4.30pm via Teams

Chairperson:	Councillor A Finnegan
In Attendance:	Councillor M Larkin Councillor P Byrne Councillor D Murphy Councillor O Magennis Councillor D Taylor
Independent Members:	Teresa Nugent, Rural Health Partnership
Statutory Partners:	Annie Clarke, SHCST
Council Officials:	Taucher McDonald, DEA Coordinator Slieve Gullion Aisling Rennick, Engagement & Development Manager Claire Loughran, Safer Communities & Good Relations Officer
Others in Attendance:	Raymond Jackson, Confederation of Community Groups
Apologies:	Sinead Boyce, Saint Oliver Plunkett Youth Club Councillor Barra O'Muirí

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
DEA/SG/16/2021	Declaration of Interest	No Declarations of Interest were made.	Noted.
DEA/SG/17/2021	Matters arising from Action Sheet from meeting held on 13 April 2021 via Teams	Proposed by Cllr Finnegan and Seconded by Cllr Larkin.	Noted.
DEA/SG/19/2021	Anti-Drug Campaign	Cllr Byrne explained the background to an anti-drug campaign being developed by a number of the local GAA clubs which was now being expanded to include other sports and schools.	Agreed DEA Coordinator to contact clubs to clarify how the Forum could support this campaign where possible.
DEA/SG/20/2021	Update from PCSP	Safer Communities & Good Relations Officer gave an update on the work of the PCSP including Summer Intervention programmes including diversionary activities, trailer & bike marking and the installation of	Noted.

		additional RAPID Bins at Newtownhamilton Community Centre and Crossmaglen Toilet Block.	
DEA/SG/21/2021	Rural Health Partnership	Teresa Nugent updated the Forum on the work of the Rural Health Partnership including the Big Lottery funded programme for Settled Irish Travellers, farm families and young families and the partnership's involvement with the social prescribing model.	Noted.
DEA/SG/22/2021	Southern Health and Social Care Trust	Annie Clarke gave an update on the work of the Southern Trust including the opening of a new Children's Outpatients Centre at Daisy Hill Hospital.	Noted.
DEA/SG/23/2021	Date of next meeting	Agreed next meeting be held on Tuesday 3 August at 4.30 pm.	

The meeting ended at: 4.58pm.

Next meeting scheduled for Tuesday 3rd August 2021 at 4.30pm on Teams.

Report to:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	Additional Funding from Department for Communities (DfC) for Frontline Advice Services
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement

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

For decision	<input type="checkbox"/>	x	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>Purpose</p> <ul style="list-style-type: none"> To note the report. To agree to award the additional funding of £113,258.64 from the Department for Communities (DfC) to 'Community Advice Newry, Mourne and Down', alongside funding of £292,539.00 for Generalist Advice Services for 2021/2022. <p>Background</p> <p>The Council is the primary funder of 'Community Advice Newry, Mourne and Down', with the Council providing £292,539.00 for Generalist Advice Services, which is awarded through an annual Service Level Agreement (SLA). £143,871.30 of this £292,539.00 comes from DfC (under DfC's District Councils' Community Support Programme) and the Council contributes the remainder of £148,667.70 from its own resources.</p> <p>The Council received a letter of offer from DfC on Thursday 10 June 2021 advising that its Voluntary and Community Division is able to award additional funding alongside the annual Advice grant of £143,871.30 for 2021/2022.</p> <p>The additional funding of £113,258.64 is provided specifically to support the continuation of the existing Welfare Reform Advice provision in our area as well as additional funding for Tribunal Representation, all undertaken by 'Community Advice Newry, Mourne & Down'. The total additional funding of £113,258.64 is broken down as follows:</p> <ul style="list-style-type: none"> Welfare Reform Mitigations Extension: Face to Face Advice - £84,458.64 Welfare Reform Mitigations Extension: Tribunal Representation - £28,800.00 <p>The additional funding is ring-fenced for this provision and must be spent by the 31 March 2022. Annex 5 (see Appendix 1 attached) from DfC's letter of offer provides information on the background to and the objectives of the additional funding.</p> <p>Councils are not required to match this additional funding.</p> <p>DfC will take full responsibility with the administrative work involved in the vouching of this additional funding with our current provider 'Community Advice Newry, Mourne & Down'.</p>

2.0	Key issues
2.1	None.
3.0	Recommendations
3.1	That the Committee: - <ul style="list-style-type: none"> Note the report. Agree to award the additional funding of £113,258.64 from the Department for Communities (DfC) to 'Community Advice Newry, Mourne and Down', alongside funding of £292,539.00 for Generalist Advice Services for 2021/2022.
4.0	Resource implications
4.1	There are no resource implications as the Council is not required to match the additional funding from DfC.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p>

	<i>Rationale:</i>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	Appendices
7.1	Appendix I: Annex 5 from DfC Letter of Offer dated 10 June 2021.
8.0	Background Documents
8.1	None.

Annex 5

Funding for Welfare Reform advice provision.

You will see that your letter of offer contains additional funding for:

- Welfare Reform Mitigations Extension: Face to Face advice - £84,458.64
- Welfare Reform Mitigations Extension: Tribunal representation - £28,800.00

This funding is provided specifically to support the continuation of the existing welfare reform advice provision in your area as well as additional monies for Tribunal Representation.

The funding is ring-fenced for this provision and must be spent by the 31st March 2022. Councils are not required to match this additional funding.

The Department will take full responsibility with the administrative work involved in the vouching of this spend with your chosen provider.

Background

In January 2016 the Welfare Reform Mitigations Working Group under Professor Eileen Evason) recommended that additional advice services be provided to help people to negotiate the changes in the social security system. The Evason report recommended that the Welfare Reform Support Programme provide funding 'through existing tried and tested channels' ensuring that claimants, particularly the most vulnerable, have access to skilled, independent advice, to help them negotiate the welfare reform changes and achieve better outcomes

Objectives of the additional funding

- Objective1-The provision of a comprehensive face to face service, including tribunal representation, Monday to Friday, in addition to the advice service already provided.
- Objective 2- The provision of a service capable of receiving GDPR compliant referrals from the free phone helpline and give advice on the entire range of welfare reform changes and mitigation schemes.

- Objective 3- The provision of a service where all work is undertaken in line with the Northern Ireland Advice Quality Standard.
- Objective 4- Ensure all recommendations and improvements identified during staff performance evaluation are actioned.
- Objective 5- To assist Frontline managers to identify and action any necessary improvements for service delivery to clients, with a particular focus on the needs of vulnerable clients.
- Objective 6- To identify and implement any improvements to service delivery which will empower clients to help themselves and increase self-sufficiency.
- Objective 7 – Where urgent specialist support is identified provide a referral service for claimants.
- Objective 8 - Ensure frontline managers send their monthly MI figures to their Regional office for Advice NI for collation by 10th working day of each month.

Report to:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	Community Coordination Hub (CCH) Update Report
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>Purpose</p> <ul style="list-style-type: none"> To note the report. To consider and agree to approve the actions in the Action Sheet of the Community Coordination Hub (CCH) Meeting held on Wednesday 26 May 2021. <p>Background</p> <p>The information in Appendix 1 attached is provided to update the Committee on recent CCH activity and on activity planned to be undertaken by the CCH and its member organisations.</p>
2.0	Key issues
2.1	To coordinate actions to mitigate the impact of Covid-19 on individuals and groups in the community.
3.0	Recommendations
3.1	That the Committee: - <ul style="list-style-type: none"> Note the report. Agree to approve the actions in the Action Sheet attached for: <ul style="list-style-type: none"> ➤ Community Coordination Hub (CCH) Meeting held on Wednesday 26 May 2021.
4.0	Resource implications
4.1	Support and assistance from partners to deliver actions in the CCH action sheet.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i>

	It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations	<input checked="" type="checkbox"/>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>	
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>	
6.0	Due regard to Rural Needs (please tick all that apply)	
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>	
7.0	Appendices	
7.1	Appendix 1: Action sheet of the CCH Meeting held on Wednesday 26 May 2021.	
8.0	Background Documents	
8.1	None.	

NEWRY, MOURNE & DOWN DISTRICT COUNCIL**Minutes of Community Coordination Hub Meeting
Wednesday 26 May 2021 @ 2:30pm****In Attendance:****Chair: Janine Hillen (Community Engagement)**

Aisling Rennick (DEA)
 Damian Brannigan (DEA)
 Sonya Burns (Programmes Unit)
 Sinead Trainor (Health and Wellbeing)
 Alan Beggs (GIS Mapping)
 Lauren McMenamy (Community Planning)
 Julie McCann (Community Services)
 Raymond Jackson (Confederation of Community Groups & Strategic Forum)
 Rosemary McDonnell (Community Advice NI & Strategic Stakeholder Forum)
 Nicholas McCrickard (CDRCM)
 Jason White (SEHSCT)
 Lynda Vladeanu (SEHSCT)
 Ruth Allen (SHSCT)
 Gerard Rocks (SHSCT)

Apologies:

Michael Lipsett

Item	Issue Raised	Agreed:	Referred to	Action taken
2.	Actions from last CCH meeting held on 24 March 2021	<ul style="list-style-type: none"> DfC advised the underspend from the Covid response funding can be forwarded to Council reserves for 2021/22 for distribution to the community via the Hub. The exact amount available is not known at this time but the primary objective will be for the money to prioritise Covid recovery and transition. Remaining 20% due to CCG/Network can be paid from Council reserves. Formal approval from Hub members granted. Approval given for Financial Inclusion expenditure incurred by Community Advice in April is ringfenced out of the reserves. 		

3.	Funding Opportunities for NI Community (Spreadsheet attached)	<ul style="list-style-type: none"> • Access to Food fund – some groups, particularly smaller groups are reluctant to sign up to 3rd party providers such as Fairshare. • Community groups and Hub Members will explore proposals to be funded which can be considered at the next Hub meeting. 	RJ, RMcD, NMCC
4.	Updates & Funding Requests	<ul style="list-style-type: none"> • Following a query, Julie McCann confirmed that Community Centres are open and correspondence has been issued to groups in Council owned buildings. No instruction to Community owned facilities. Copy of correspondence to be sent to CVS Hub Member to ensure no duplication. • Clarification for members given regarding the funding underspend from DfC – approval for funding requests in principal only at present, final Hub approval in June once there is a clear idea of budget and full Council approval approx. July. • Proposal for funding to get people back into Community Centres – request for initial 30k to work on Slow Cooker Programme, Taster Sessions, Football and Summer Schemes. For later consideration, from September onwards, 40k to kickstart programmes within Community Centres. • Proposal for funding to develop Check In, Check Up, Check Out campaign. 25k funding for a Mental Health Roadshow and 10k funding for Youth Media Programme. • MH Sub Group & Community Vol Representatives and Strategic Stakeholders Forum will consider proposals discussed and look at funding for existing and new initiatives. • Financial Assistance next call put forward for response and recovery. Propose upper threshold for £2k. • Hub agreed to ringfence nominal figure £20k from Covid response for Financial Assistance call in June, using themes provided by DfC. SB to circulate criteria to members. • Members asked to consider email attached from LMCM. • Discussion around Anti-Poverty Project and future options proposed to develop the initiative in the District between Council, Trust and Community Vol groups. • The Hub agreed to a follow up meeting and try secure funding for a similar type initiative to be rolled out across entire District. 	JMCC, RJ, NMCC JMCC AR, AB, RJ, NMCC SB JH, JW, GR, LV, NMCC
5.	Dates & times of future meetings	<ul style="list-style-type: none"> • Wednesday 30 June 2021 2.30 pm 	

Next Meeting: Wednesday 30 June 2021 at 2.30pm

Report to:	Active and Healthy Communities
Date of Meeting:	21 st June 2021
Subject:	Rowallane DEA meeting around upgrade works to Ballynahinch CC and Market House Ballynahinch
Reporting Officer (Including Job Title):	Janine Hillen (Assistant Director of Community Engagement)
Contact Officer (Including Job Title):	Julie Mc Cann (Head of Community Services, Facilities and Events)

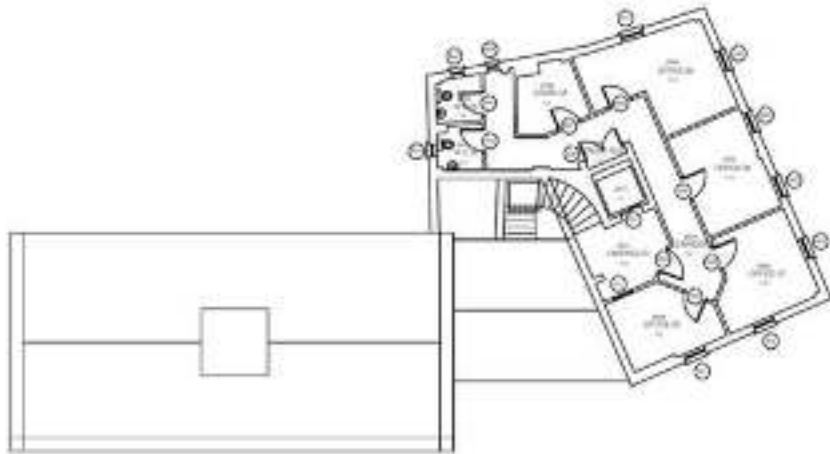
Confirm how this Report should be treated by placing an x in either:

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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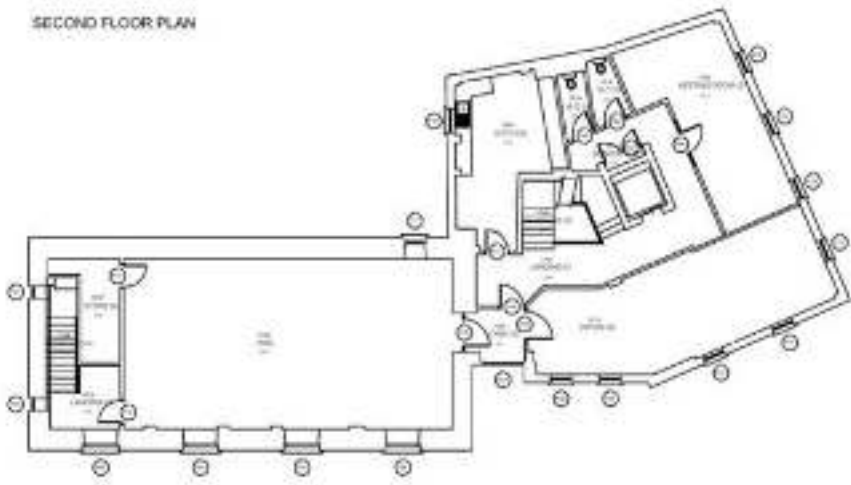
1.0	Purpose and Background
1.1	<p>In January 2011 an Economic Appraisal for new community and Leisure facilities in the Ballynahinch area was completed but no further action was taken due to land availability, ground conditions and cost implications.</p> <p>At a meeting on 28 October 2020 with Jim Shannon, Rowallane Area Councillors, Richard Orme (Ballynahinch Community Collective Group), Marie Ward and Michael Lipsett, Council was asked to revisit proposals for the upgrade of Ballynahinch CC and the Market House.</p> <p>A number of options were developed, and a Rowallane Councillors meeting was convened on 15/4/21 to discuss the three options for the reconfiguration of Ballynahinch CC and one proposal for the Market House.</p>
2.0	Key issues
2.1	Market House proposals (appendix 1) were reviewed and it was agreed that these would facilitate a wider number of groups within the facility and given the estimate cost for proposed works (£20,000) that these works should begin as soon as possible.
2.2	Cllrs reviewed three design options for Ballynahinch Community Centre and agreed that Option 2 provided the necessary additional space which would cater for a wide variety of groups and asked if a business case could be brought forward for this option. Cllrs asked if user groups of the facility could be consulted as part of this process.
2.3	Councillors requested an update on the steel structure located beside the Market House and were informed that Council was considering the sale of the building at SP&R Committee in May 2021. This sale has subsequently been ratified by Council.
3.0	Recommendations
3.1	<p>Council to consider and agree to:</p> <ul style="list-style-type: none"> Accept the proposals for the Market House and begin reconfiguration works immediately (approx. cost £20,000)

	<ul style="list-style-type: none"> Accept option 2 as the preferred option for the upgrade to Ballynahinch CC and develop subsequent business case (to include community consultation) for proposed scheme.
4.0	Resource implications
4.1	<ul style="list-style-type: none"> Market House reconfiguration - £20,000 Option 2 for the refurbishment of Ballynahinch CC - £315,000 <p>There is no budget within Community Engagement to fund any of the proposals.</p>
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service

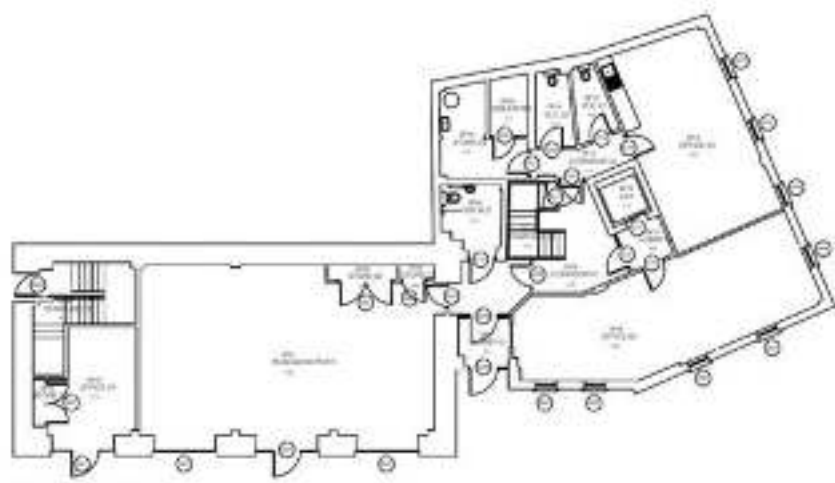
	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
7.0	Appendices
	<p>Appendix 1 – Option for the Market House</p> <p>Appendix 2 – Option 1 for Ballynahinch CC</p> <p>Appendix 3 – Option 2 for Ballynahinch CC</p> <p>Appendix 4 – Option 3 for Ballynahinch CC</p>
8.0	Background Documents
	None



SECOND FLOOR PLAN

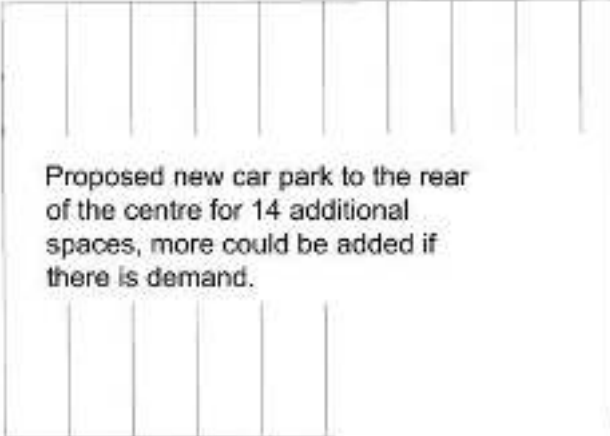


FIRST FLOOR PLAN



GROUND FLOOR PLAN

Title:	
The Market House, The Square Bathurst	
Council reference no.	
Drawing Title: Floor Plans	
Drawing no. 000000-0-1-01	
Scale: 1:100	
Drawn by: SR	Date: Mar '12

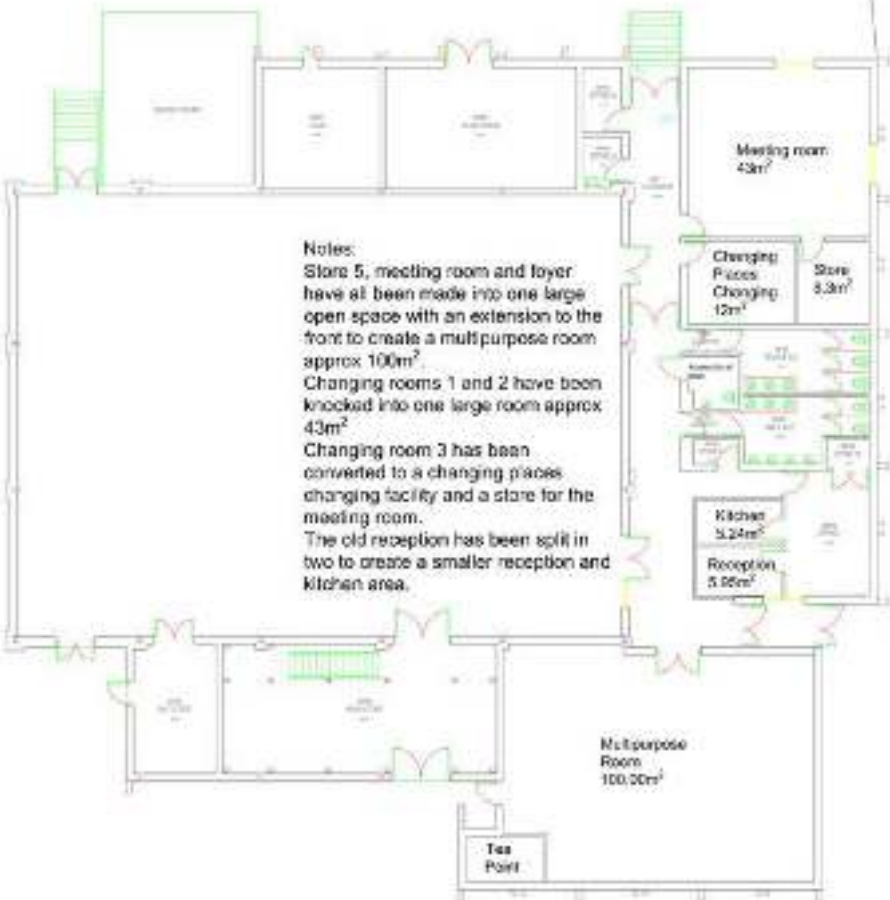


Notes:
Scope of work area is 105m²
£1428.00 per m² 30% Contingency
£1858.40 per m²
Estimated costs for refurbishment, building new and car park:
£287,742.00

Option 1

Building: Rabruelan Community Centre, Wendell St, Ealyshoch	
Client reference no.:	
Drawing title: Option 1	
Drawing no. 202014-B-131	
Scale: 1:100	
Drawn by: CA	Date: Apr 21

Proposed new car park to the rear of the centre for 14 additional spaces, more could be added if there is demand.

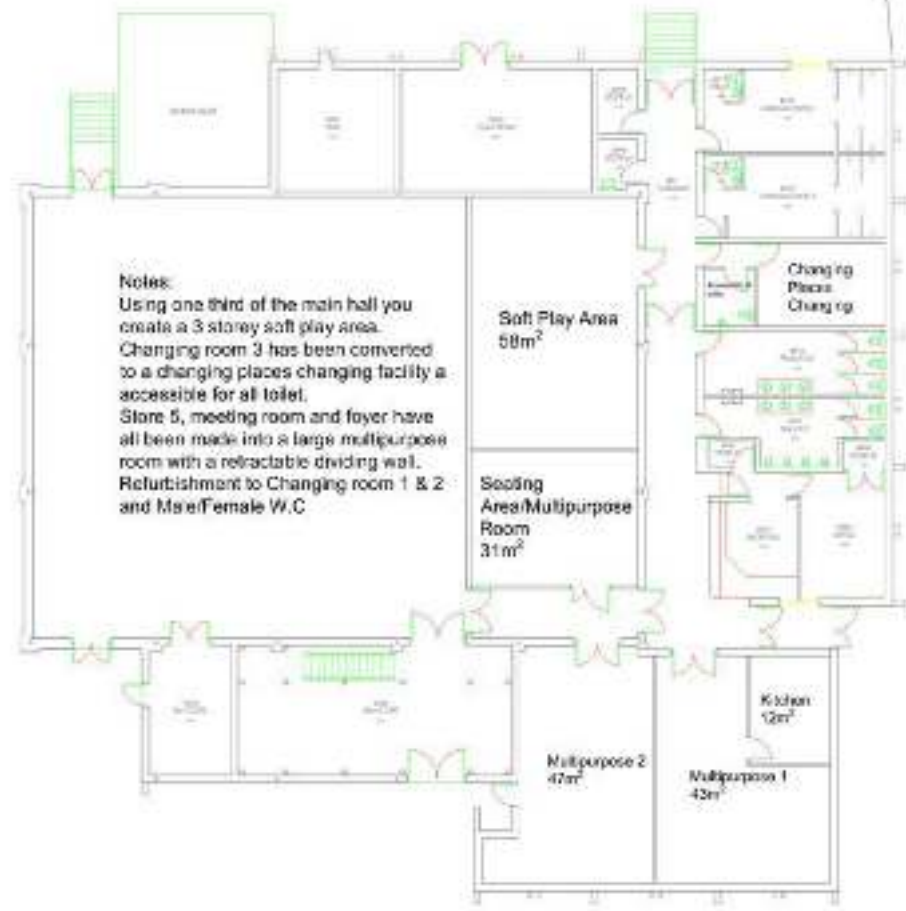
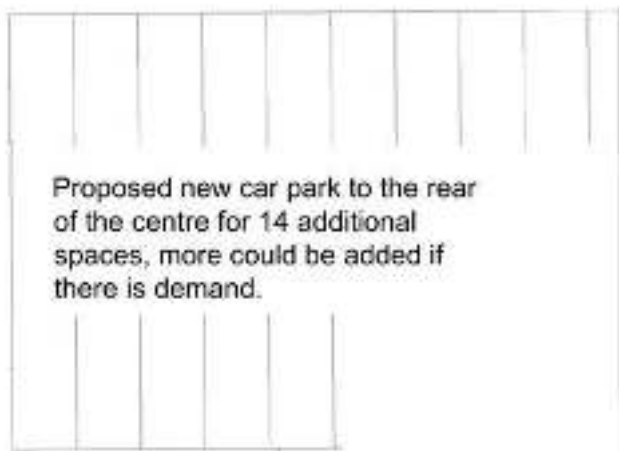


Notes:
 Store 5, meeting room and foyer have all been made into one large open space with an extension to the front to create a multipurpose room approx 100m².
 Changing rooms 1 and 2 have been knocked into one large room approx 43m².
 Changing room 3 has been converted to a changing places changing facility and a store for the meeting room.
 The old reception has been split in two to create a smaller reception and kitchen area.

Notes:
 Scope of work area is 170m²
 £1428.00 per m² 30% Contingency
 £1856.40 per m²
 Estimated costs for refurbishment, building new and car park
 £315,588.00

Option 2

Building: Ballyvaughan Community Centre, Wendell St, Ballyvaughan	
Client reference no.:	
Drawing Title: Option 2	
Drawing no. 202014-B-131	
Scale: 1:100	
Drawn by: CA	Date: Apr 21



Notes:
Scope of work area is 215m²
£1428.00 per m² + 30% Contingency
£1856.40 per m²
Estimated costs for refurbishment, building new and carpark
£399,126.00

Option 3

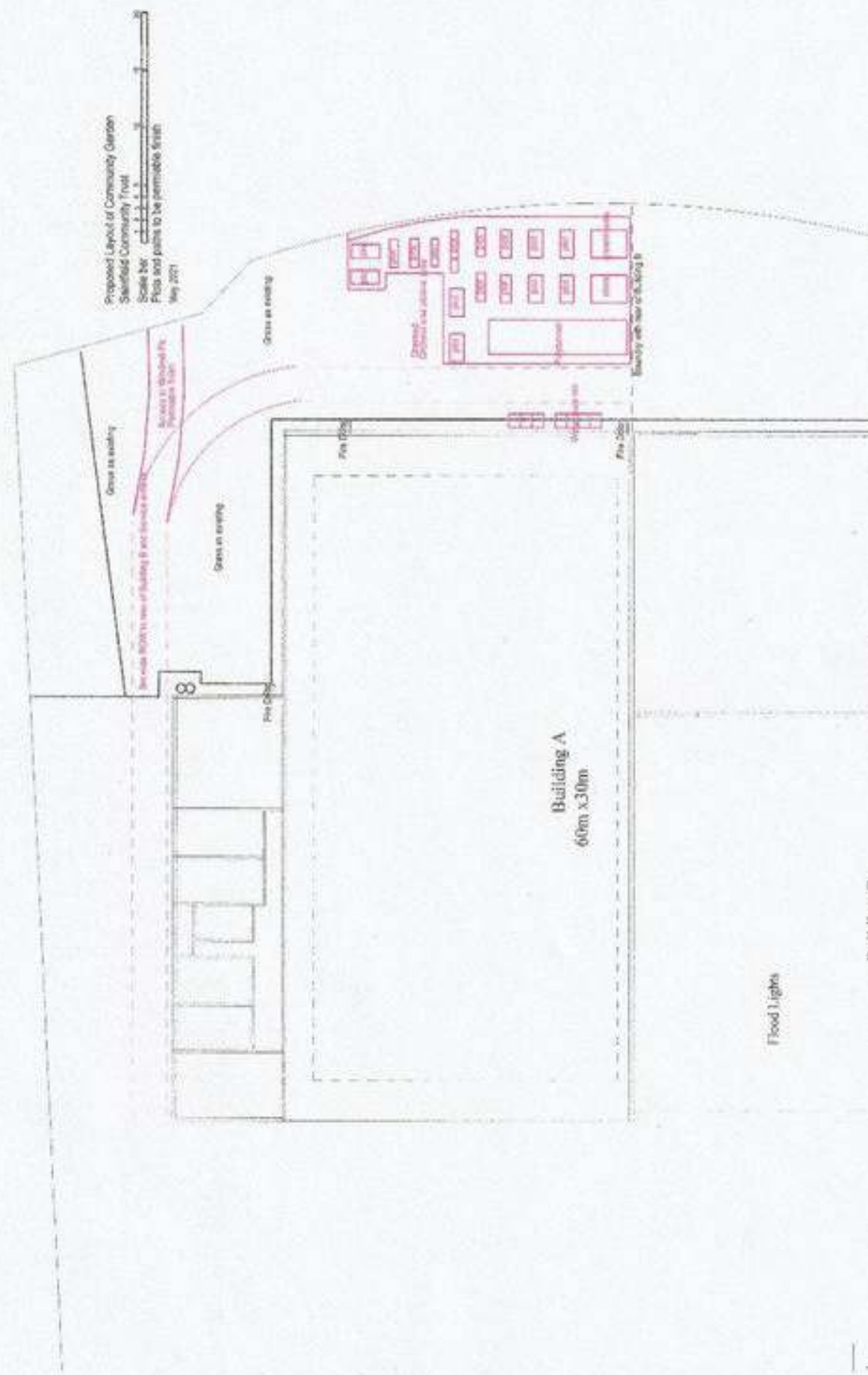
Building: Rathfriland Community Centre, Wexford St. Rathfriland	
Client reference no.:	
Drawing Title: Option 3	
Drawing no. 202014-B-131	
Scale: 1:100	
Drawn by: CA	Date: Apr 21

Report to:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	Saintfield Community Trust developing a community garden at the rear of the indoor 3 G pitch Saintfield Community Centre
Reporting Officer (Including Job Title):	Janine Hillen Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Julie McCann Head of Community Services Facilities and Events

<table border="1"> <tr> <td>For decision</td> <td>X</td> <td>For noting only</td> <td></td> </tr> </table>		For decision	X	For noting only	
For decision	X	For noting only			
1.0	Purpose and Background				
1.1	<p><i>To consider and agree to:-</i></p> <ol style="list-style-type: none"> 1. Approval for Saintfield Community Trust (SCT) to develop a community garden at the rear of the indoor 3G pitch Saintfield Community Centre 2. Update the SCT Facility Management Agreement to include the Community Garden 				
2.0	Key issues				
2.1	<p>Saintfield Community Trust (SCT) have a Facility Management Agreement with NMDDC to manage the community centre facilities at Saintfield.</p> <p>The Trust have approached Council seeking approval to develop the piece of land at the rear of the 3G pitch. The Councils Legal Department have confirmed, (subject to Council approval) that a clause can be inserted within the current FMA agreement detailing restrictions the council will impose to ensure proper management of the site.</p> <p>These will include:</p> <ol style="list-style-type: none"> 1. That the area required must remain as a green area to ensure that the site is in keeping with planning regulations 2. The potential access required to Windmill Park/Millfield must be accommodated (see attached plan at Appendix 1) 3. SCT will be responsible for the insurance and maintenance of the area 4. SCT will ask for permission from Council to carry out any alterations or works within the area 5. The Council or Potential New Tenant would require right of way to the area of the back of building B, EG Fire exit/Council to maintain grass area or new tenant availing of the grass land. A restriction of 3 Metres must be maintained. <p>This application to extend the current FMA will help meet Council objectives within the Corporate Plan 2021-23:</p> <ul style="list-style-type: none"> • Enable and support people to engage in inclusive and diverse activities in their communities • Provide accessible, high-quality and integrated services through continuous improvement 				

	<ul style="list-style-type: none"> Empowered communities influencing local services and development
3.0	Recommendations
3.1	<p>The committee approve to proceed to:</p> <ol style="list-style-type: none"> Approval for Saintfield Community Trust to develop a community garden at the rear of the indoor 3 G pitch Saintfield Community Centre Update the Trusts Facility Management agreement to include the Community Garden
4.0	Resource implications
4.1	<p>Community services officer's and Legal officers time to establish both agreement</p> <p>Revenue/Payroll: N/A</p> <p>Capital: N/A</p>
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p>

	<p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Due regard to rural needs has been considered</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	Appendices
	Appendix 1: Site Plan
8.0	Background Documents



Report to:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	Consultation on the rationalisation of official control shellfish biotoxin and phytoplankton monitoring points in Carlingford Lough
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director of Health and Wellbeing
Contact Officer (Including Job Title):	Sinead Murphy Head of Environmental Health (Commercial)

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	To consider and agree to submitting the attached consultation response to the Food Standards Agency on the proposed guidance on the rationalisation of official control shellfish biotoxin and phytoplankton monitoring points in Carlingford Lough
2.0	Key issues
2.1	<p>This consultation concerns the rationalisation of the number of official control monitoring points for biotoxin and phytoplankton monitoring in Carlingford Lough and introduce Representative Monitoring Points (RMPs) and Associated Harvesting Areas (AHAs)</p> <p>The Food Standards Agency (FSA), as the UK competent authority are required to classify shellfish production areas and establish a monitoring programme for such areas.</p> <p>Traditionally there have been 7 of these points within Carlingford Lough</p> <p>This consultation proposes that the current 7 RMPs are reduced to 4 which will appropriately represent the 7 classified beds in the lough (Associated harvesting Areas) and while phytoplankton monitoring will remain fortnightly, biotoxin monitoring will be in accordance with the revised risk-based monitoring programme.</p> <p>The response has been submitted within the requested date with the caveat that it will be subject to Council approval</p>
3.0	Recommendations
3.1	The committee agrees to the attached response being submitted to the Food Standards Agency on the proposed guidance
4.0	Resource implications

4.1	None
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>

	<p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
7.0	Appendices
	Appendix 1 – Consultation report on the rationalisation of official control shellfish biotoxin and phytoplankton monitoring points in Carlingford Lough
8.0	Background Documents
	The consultation document is available on https://www.food.gov.uk/news-alerts/consultations/consultation-on-the-rationalisation-of-official-control-shellfish-biotoxin-and-phytoplankton-monitoring-points-in-carlingford



Food Standards Agency Consultation

Consultation on the Food standards Agency's (FSA) proposal to rationalise the number of official control monitoring points for biotoxin and phytoplankton monitoring in Carlingford Lough and introduce Representative Monitoring Points (RMPs) and Associated Harvesting Areas (AHAs).

Newry Mourne and Down District Council Response

Purpose of the Consultation

To seek comments from industry, enforcement authorities, and other interested stakeholders on the proposed rationalisation of biotoxin and phytoplankton monitoring in Carlingford Lough and the implementation of RMPs and AHAs.

Newry Mourne and Down District Council (NMDDC) welcomes the opportunity to comment on the Food standards Agency's (FSA) proposal to rationalise the number of official control monitoring points for biotoxin and phytoplankton monitoring in Carlingford Lough and introduce Representative Monitoring Points (RMPs) and Associated Harvesting Areas (AHAs) and responds as follows:

Q1. Do you agree with a risk-based approach to biotoxin and phytoplankton monitoring within Carlingford Lough?

NMDDC agrees with a risk-based approach to biotoxin and phytoplankton monitoring within Carlingford Lough. We believe this will give a representative view of the levels of naturally occurring biotoxins within the water body at the sampling points and a more accurate view of the water quality due to the increased sampling frequency.

Q2. What potential challenges may this approach present for you, your organisation or your business?

NMDDC are not involved with the sampling at these locations and do not foresee any potential challenges this approach may present to our organisation.

Report to:	Active and Healthy Communities
Date of Meeting:	21 June 2021
Subject:	Food Service Plan 2021/22
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sinead Murphy Head of Environmental Health(Commercial)

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

For decision	X	For noting only	
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1.0	Purpose and Background
1.1	That members consider and agree to adopt the attached Food service Plan 2021/22
2.0	Key issues
2.1	<p>The Food Standards Agency requires Newry Mourne and Down District Council to have an up-to-date, documented food service plan which is readily available to food business operators and consumers. The plan must be subject to regular review and clearly state the period of time during which the plan has effect.</p> <p>The plan covers all areas of food law that the council has a duty to enforce and sets out how it intends to deliver official controls within its area. The plan includes imported food responsibilities and the control arrangements in place. The plan also includes reference to the council's approach to enforcement as including its alternative enforcement strategy for dealing with those establishments rated as low risk under the food establishment intervention rating scheme set out at in the Food Law Code of Practice.</p> <p>Advice issued by FSA in NI and work identified in conjunction with the other councils in Northern Ireland (NI) to consistently fulfil our statutory obligations and duties in relation to food safety and through the NI Food Managers group and the various subgroups was considered when drafting this food service plan.</p> <p>EU exit has placed additional demands on the provision of our service with the necessity of providing Import Controls at Warrenpoint Port related to the NI Protocol. This has involved the development of an entirely new team to cover 11 shifts across the week.</p> <p>The Food Standards Agency provides grant funding to the council for the purpose of enabling us to fulfil our duties across the range of responsibilities within the local authority food service in Northern Ireland as directed by EC Regulations and national legislation. The grant funding, which has increased this year, is allocated in proportion to the number and type of food establishments in the district. It currently also includes all costs incurred in providing the service at Warrenpoint Port. The grant allocation for Newry, Mourne and Down District Council for 2021/22 is approximately £480000.</p>
3.0	Recommendations

3.1	That Committee agree to adopt attached Food Service Plan 2021/22
4.0	Resource implications
4.1	Within existing Budgets
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service

	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input checked="" type="checkbox"/></p>
7.0	Appendices
	Food service Plan 2021/22
8.0	Background Documents

Ag freastal ar an Dón
agus Ard Mhúcha Tíosaí
Serving Down
and South Armagh



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

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Food Service Plan

2021-22

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INTRODUCTION AND PRIORITIES FOR 2021-2022.

There are 2312 food businesses registered with Newry, Mourne and Down District Council. These businesses include primary producers, manufacturers, transporters and distributors, restaurants and caterers, retailers, hotels and hospitals. We have 54 EC approved premises, the highest number in Northern Ireland, and a large number of those are fishery premises.

The Covid-19 pandemic impacted the delivery of services in 2020-21 as staff resources were diverted from delivery of food official controls during this time to activities related to reducing the spread of Covid-19 and assisting with support to the vulnerable in the community, for example through food distribution hubs. In addition, some businesses temporarily closed, while others diversified into new activities to adapt to ongoing market changes.

Following the UK's departure from the EU and the end of the transition period, a new Point of Entry/Border Control Post requiring Sanitary and Phyto-sanitary (SPS) checks on Agri-food goods became operational at Warrenpoint Port from 1 January 2021. Following an intensive recruitment and training programme, we set up a Port Health team to carry out these checks. We also issue Ship Sanitation certificates and provide other services as necessary at Warrenpoint Port.

There is a thriving fishing industry in the council area. We provide advice and support to this industry, in addition to being responsible for carrying out Food Hygiene and Food Standards Official Controls. This includes the registration and inspection of the fishing fleet, approval of premises under Regulation (EC) 853/2004 and issuing of Third Country Export and Health Certificates and Supporting Health Attestations for trade from NI to GB and on to NI/GB.

We are continuing to work through the Covid-19 pandemic and the additional challenges it has brought both for businesses and in terms of ways of working for the department through accessibility to businesses to carry out statutory duties and additional demands across the department to deal with Covid regulation enforcement and complaints. This, alongside the significant resource requirements being used for import controls, export certification and support for businesses, has resulted in an interruption to our food service delivery in 2020/21 and a significant backlog in our inspection regime that we plan to work through in a prioritised way in line with the Food Standards Agency's local Authority Covid Recovery Plan.

We continue to work in conjunction with the Food Standards Agency(NI) and other councils in Northern Ireland (NI) to consistently fulfil our statutory obligations and duties in relation to food safety and through the NI Food Managers group and the various subgroups, we aim to address the following NI wide priority issues in the coming year:

- 1 Covid recovery plan
- 2 To implement the changes resulting from the consultation on the allergen labelling requirements for Pre-Packed for Direct Sale (PPDS) foods coming into force on 1st October 2021.

- 3 Participate in 'Caloriewise' scheme to encourage the voluntary display of Calories on menus in catering premises in the area where resource permits.

SECTION 1 - SERVICE AIMS & OBJECTIVES

1.1 Aims & Objectives

Newry, Mourne and Down District Council recognises the important role it plays in securing the safety of food produced and consumed in the District. This plan's key focus is to demonstrate how the Council will fulfil its statutory obligations and duties in relation to food safety.

The stated aim of the Food Standards Agency is to ensure that food law enforcement is undertaken by the various agencies in a more effective, comprehensive and collaborative manner. This Food Safety Service Plan sets out to achieve these objectives.

1.1.1 Aims

The Food Service Plan forms part of the wider planning process within the Council. The Corporate mission, vision and values of the Council are translated into operational objectives through this service plan, which will be implemented by the food control team within the Health and Wellbeing Service.

The Food Service delivered on behalf of Council aims to:

- Reduce the risk to consumers by striving to ensure that all food produced, imported or sold within the district is fit for human consumption, is of genuine quality and composition, is correctly labelled and is free from contamination.
 - Actively contribute to the Food Standards Agency's Priorities for 2021/22 and assist in meeting the key aims where our service could have a positive impact in: Covid 19 response and recovery
 - FSA's Priority Programmes
 - Achieving Business Compliance
 - Food Hypersensitivity

1.1.2 Objectives

In order to deliver the aims of the Food Control Service the following objectives and targets have been drawn up.

- To carry out all food hygiene interventions, in accordance with the Food Law Code of Practice and the recommended frequencies based on risk assessment, assess food handling practices, identify hazards and take appropriate action to remedy problems identified.

- To implement the statutory Food Hygiene Rating Scheme throughout the District in line with the FSA Guidance.
- To carry out all food standards interventions in food premises, in accordance with the Food Law Code of Practice and the recommended frequencies based on risk assessment, to ensure that legal requirements are met in relation to the quality, composition, labelling and advertising of food.
- To assist businesses with and monitor their compliance with the Food Information (NI) Regulations 2014 as amended, in particular the new requirements to provide allergen labelling on PPDS foods coming into force on 1st October 2021.
- To carry out a proactive and reactive food sampling programme for microbiological examination and chemical analysis in order to provide independent assurances that products manufactured and sold in the District are safe to eat, not adulterated by undeclared ingredients and correctly labelled.
- To investigate complaints relating to food, food premises and practices in accordance with the approved procedure with a view to raising standards in all food businesses.
- To investigate all incidences of food borne illnesses as notified by PHA or members of the public.
- To respond to all National food safety alerts in accordance with agreed Codes of Practice.
- To ensure as far as reasonably practicable, that imported food used or sold in premises within the District complies with UK and European Food Law.
- The Council will act as Home Authority to food manufacturing and distribution companies located within the District, providing advice and responding to requests for "Home Authority" reports from other Local Authorities throughout the country thus helping businesses maintain their competitive edge in the wider market.
- To provide informed and helpful advice to businesses and the public alike on matters relating to food safety.

1.2 Links to Corporate Objectives and Plans

The Council's Environmental Health Service plays a key role in delivering the Council's strategic objectives of supporting improved health and wellbeing outcomes. The Corporate objectives are detailed in the Corporate Plan 2021-2023 which shows how the objectives will be achieved and how success will be measured. The food control service plan forms part of this wider planning process to be adopted by the Council. The strategic objectives of the Council, outlined below, will be translated into

operational objectives and in turn into this service plan, which will be implemented by the Health & Wellbeing Service.

Eight Strategic Objectives:

Within the next two years, we will:

1. Invest in and support new and growing businesses, job creation and employment skills;
2. Continue to improve the health and wellbeing of everyone in the district and reduce health inequalities;
3. Enhance, protect and promote our environment;
4. Support sustainable forms of tourism which value our environment and cultural heritage;
5. Enable and support people to engage in inclusive and diverse activities in their communities;
6. Promote the revitalisation of our city, towns, villages and rural communities; Provide accessible, high-quality and integrated services through continuous improvement; and
7. Advocate with others for the benefit of all people if the district.

1.3 Corporate Mission and Values

Our mission as a Council is **"To support and advocate for a welcoming district which is progressive, healthy and sustainable, providing better economic, environmental and social outcomes for all"**.

In pursuing our mission we will be guided by three core values which are fundamental to everything we do:

- Accountable
- Collaborative
- Transparent

SECTION 2 - BACKGROUND

2.1 District Profile

With an estimated population of 181,368 and a coast line of approximately 100miles, Newry Mourne & Down District Council is the third largest Council area in Northern Ireland. The council area includes the city of Newry and the towns of Downpatrick, Ballynahinch, Newcastle, Warrenpoint and Kilkeel.



Newry is located on the main A1 road linking Belfast to Dublin and has a busy rail connection link between the two cities also. Newry City Centre has a large, modern bus station servicing both local, intra provincial and all Ireland bus networks. 2.6 million people, almost half the population of Ireland live within a 70 mile radius of Newry City. The positioning and ease of access to the City has facilitated and encouraged a considerable retail trade particularly with shoppers from the Irish Republic.

The District has a well-developed transport infrastructure to support industry including the modern port of Warrenpoint, the third largest port in Northern Ireland. The port plays a pivotal role in the District by developing trade to and from the North and South of Ireland. It has a diverse range of scheduled services to Great Britain and Continental Europe and is achieving consistent growth in tonnage handled year on year.

The District also has a long standing, well established fishing industry. Based on 2020 figures¹, Ardglass and Kilkeel are within the UK's top 20 ports in terms of the tonnage of fish landed by UK vessels. In 2020, more than 8,300 tonnes of fish and shellfish were landed in the ports of Ardglass and Kilkeel with a value of £11.8 million. These landings supply an extensive land-based fish processing industry in the council area.

¹ Source: DAERA Fisheries. Note: figures may be lower due to Covid-19 pandemic

2.2 Organisational Structure

The organisational structure of Newry, Mourne & Down District Council is as follows:



Food Control is one of the functions of the Health and Well Being section of the Active and Health Communities Department and staff are based both in offices in Newry, Downpatrick, Kilkeel and Warrenpoint.

The Food Service Team is managed by Head of Environmental Health (Commercial) who reports to the Assistant Director of Health & Wellbeing.

The Food Service Team comprises of 12.5 full time equivalent District Environmental Health Officers and a Technical Officer. These officers report to the either Senior Environmental Health Officer (Food Safety) or Senior Environmental Health Officer (Imported/Exported Food and EC Approvals) who reports to the Head of Environmental Health (Commercial). The team are supported by two full time administrative officers, one based in Newry and the other based in Downpatrick. Work is prioritised for each activity, in each core function on the basis of risk assessment and in compliance with the FSA's Food Law Code of Practice and Practice Guidance where appropriate.

The Director of Active and Healthy Communities reports to the Council through the Active and Healthy Communities Committee on a monthly basis and has delegated powers to act on the Council's behalf.

Specialist services are provided by a number of external agencies including:

- Food Standards Agency (NI)
- Eurofins (UK) (the Council appointed Public Analyst),
- the Public Health Laboratory Service (Belfast City Hospital),
- DAERA Aquatic Sciences Research Division,
- DAERA (Pesticides and Antibiotics)
- Public Health Agency
- DAERA (Meat Hygiene Services)
- AFBI.

Access to specialist advice is also available from Campden, LGR and the Council's Legal Representatives.

Assistance from other Departments within the Local Authority may also be utilised as and when required.

2.3 Scope of the Food Safety Service

The Department is responsible for the enforcement of The Food Hygiene Regulations (Northern Ireland) 2006 and The Food Safety (NI) Order 1991, Food Law Code of Practice, EU Regulations and ancillary legislation made thereunder. This will be achieved by the following planned and reactive activities:

1. Planned Work:
 - Planned food hygiene inspections
 - Planned food standards inspections
 - HACCP visits
 - Food Hygiene Rating Scheme assessments
 - Revisits to monitor compliance
 - Alternative enforcement programme
 - Imported food checks at Warrenpoint port
2. Response Work:
 - Advice, telephone queries and other visits
 - New premises advice visits and inspections
 - Revisit requests and Appeals for the Food Hygiene Rating Scheme
 - Food complaints investigations
 - Food poisoning investigations and outbreak control
 - Infectious disease notification investigations
 - Responding to Food Alerts
 - Examination of and provision of health certificates for foods exported to third countries
 - Port health and imported food
 - Responding to COVID complaints and providing advice

- Provision of Export Health Certificates
- Provision of Support Health Attestation Documents for export
- 3. Sampling:
 - Bacteriological food and water
 - Chemical food and water
 - Shellfish sampling
 - Radiation
- 4. Service Management:
 - Service monitoring and supervision
 - Court proceedings
 - Co-ordination and uniform enforcement
 - Reporting to Council
 - Forward planning
 - Quality systems implementation
 - Stakeholder consultation
- 5. Health & Wellbeing Promotion:
 - Training seminars
 - Health education
 - Research
 - Community Advice
 - Student training

2.4 Demands on the Food Safety Service

As a premier tourism destination, there is an increased weekend and seasonal trade, which increases the customer base and, therefore, the number of complaints, food poisoning allegations and the need for reactive sampling and interim inspections. These premises are inspected by district Environmental Health Officers on the basis of risk assessment which is used to form a schedule of programmed inspections for both food hygiene and food standards, in accordance with current FSA Codes of Practice. Increased and focussed sampling initiatives are planned for this time of year. The World Health Organisation recommendations are that there should be provision for the sampling of foodstuffs at a rate of 2.5 samples per 1,000 population. Tourism increases this population in the summer months and as such the sampling commitment is an essential element of the continued public health protection.

The Council has **2312** food premises currently registered as trading for which the authority has food enforcement responsibility. They fall into the following usage categories:

Premises Type	No. of Premises	Percentage (%)
---------------	-----------------	----------------

Primary Producers A & B	171	1.72%
Manufacturers and Packers	136	6.3%
Importers/Exporters	44	2.1%
Distributors/Transporters	50	2.1%
Retailers	501	18.8%
Restaurants and Caterers	1452	67.7%
TOTAL	2063	100%

Premises Requiring EC Approval

There are 54 premises approved to operate under the EC Regulations. These premises are inspected in accordance with our risk-rating programme.

Establishment Type	Approval	Number of Premises Approved
Meat Products		6
Meat Preparations		10
Shellfish and Fishery Products		32
Coldstore		5
Collection centre		1

It should be noted that Newry, Mourne & Down has the highest number of approved premises in Northern Ireland and the highest number approved for handling fish and shellfish. This is a constantly changing industry as the processes change and varies according to quotas and availability of fish and shellfish. This subsequently puts further demands on the department as the industry need constant support and advice and the associated workload of new, changing and updating approvals. This demand is reflected in the additional time allocated for specialist/complex premises in Appendix 3.

Specialist Premises

The following types of premises require specialist expertise and additional time spend due to the nature of the food produced or the vulnerability of the consumers:

Type of Premises	Number
Manufacturing including EC Approved premises	138
Hospitals	4
Residential and Nursing Homes	51

The food service acts as Home Authority for approximately 30 food manufacturers in the district on an informal basis. These manufacturers produce a range of foods including spring and bottled water, bakery products, confectionary, meat products, meat preparations, fishery products, sandwiches, salads and desserts, nutritional supplements, spirits, beer, cider and oils. Having such a large and varied manufacturing base places additional demands on the food section and has significant resource implications for the department. Referrals from other local authorities into the activities of these companies form a significant part of the work generated by these premises. In addition the service works in partnership with the South East and Southern Health & Social Services Board to inspect, and offer guidance in relation to Daisy Hill Hospital and The Down Hospital, associated day centres and nursing homes on food related issues.

Fish and Shellfish Premises

Newry Mourne and Down District Council has the highest number of fishery premises in Northern Ireland. Within this there is a large variety of activities taking place including processing, freezing, depuration, manufacturing vessels, shellfish beds, fishing boats and a fish landing port and a fish market within the area, all which require specialist knowledge and skills to regulate.

The requirement for inspection of fish landings involves an officer attendance at Kilkeel Fish Market from 7.00 am several times a week. Tidal movement frequently necessitates sampling of shellfish and water early in the morning or late in the evening. It is our intention to continue to work with our fishing fleet of approximately 155 vessels and complete all routine inspections to build on the work that was completed during 2018 – 2020. During this period, we liaised with enforcement bodies in ROI and Scotland to ensure that fishing vessels were inspected even when not able to return to their home port of Kilkeel. There is a need for surveillance at Kilkeel and Ardglass due to the large number of vessels, fish markets and approved premises. This aligns with priorities of The Food Standards Agency with regard to fish and shellfish premises.

Food Imports

From 1 January 2021 Newry, Mourne and Down District Council in conjunction with DAERA now operate a new approved Point of Entry designated by the EU to carry out checks on specific categories of goods at the port of Warrenpoint. Under the Protocol, Northern Ireland is required to maintain regulatory alignment with the EU on the application of Sanitary and Phytosanitary (SPS) measures. SPS goods must only enter Northern Ireland through approved Points of Entry (POEs), each of which has been designated by the EU to carry out checks on specific categories of goods. As part of this new role staff are based at the port in Warrenpoint and carry out checks to any trailers that may be of interest on every Seatruck sailing entering Warrenpoint. Seatruck currently operate 12 sailings a week.

Food Exports

Newry, Mourne and Down District Council issue Export Health Certificates (EHC) to provide assurance to destination country authorities that certain food and drink products being exported meet as a minimum UK/EU food safety requirements as well as any additional conditions required by the destination authority.

While there is no legal obligation on NMDDC to issue export health certificates and such work sits outside of statutory Official Controls enforcement role under the Food Law Codes of Practice. However, they are issued to promote economic growth and assist businesses to bring products to market. EHCs are issued either formally on behalf of DAERA on UK agreed Official EHCs or on behalf of NMDDC on Council health certificates.

Following the end of the transition period after the UK's departure from the EU, trade from NI to GB that is exported back to the EU or NI will require a Support Health Attestation to facilitate the certification of this product in GB. In NMDDC, these are issued by trained and competent EHOs authorised by DAERA for fish and fishery products following the APHA's 'Risk based approach to certification of fishery products'.

Food Standards

The Council is committed to providing information and advice to businesses and the public on a range of food related issues including for example nutrition, allergies, GM products, salt and fat contents etc.

The introduction of the Food Information Regulations (Northern Ireland) 2014 has placed additional requirements on Food Business Operators to provide information to consumers at the point of sale in relation to 14 specific allergens that are present in the food. These regulations also introduce new requirements in relation to minced meat and bring the responsibility for the enforcement of voluntary meat claims to District Councils.

From 1 October 2021, the requirements for prepacked for direct sale (PPDS) food labelling will change in Northern Ireland. The new labelling will help protect consumers by providing potentially life-saving allergen information on the packaging. Any business that produces PPDS food will be required to label it with the name of the food and a full ingredients list, with the allergenic ingredients emphasised within the list. The food safety section will be involved in raising business awareness and providing support and advice.

Access to the Food Service Section

The Food Service of the Health and Wellbeing department is located at the administrative offices in Newry and in the Downpatrick Office with contact details as outlined below. The Service also has permanent use of an office at Kilkeel Harbour and Warrenpoint Harbour.

Newry Office:

O'Hagan House, Monaghan Row, Newry BT35 8DJ

Downpatrick Office:

Downshire Civic Centre, Downshire Estate, Ardglass Road, Downpatrick BT30 6GQ

Service users may contact either site or leave a message, in the following ways:

- In person at the either office: Monday – Friday 9am – 5pm
- By telephone, 0330 137 4000 during office hours outlined above. When officers are out of the office a message will be taken by admin staff and calls will be returned as soon as possible
- By e-mail : ehealth@nmandd.org

Kilkeel:

Kilkeel Fish Market, The Harbour, Kilkeel. 0330 137 4623

Warrenpoint:

DAERA Facility, Warrenpoint Harbour Authority, The Docks, Warrenpoint, BT34 3JR
02894426824, porthhealth@nmandd.org

Arrangements are also in place within the Council to respond to communicable disease matters and food incidents notified outside normal working hours from the Public Health Agency and the Food Standards Agency. A team comprising of experienced food officers from the Armagh City, Banbridge and Craigavon Borough Council and Newry, Mourne and Down District Council was set up on 1 April 2015. The on call officer may be contacted by mobile telephone, the number has been made available to all relevant authorities and agencies. This service operates outside normal working hours, at weekends and on statutory holidays.

2.5 Enforcement Policy

In carrying out the activities listed above officers will apply a variety of measures to ensure that individuals and organisations meet their responsibilities. These will include education, negotiation, advice, guidance, the issue of warning letters, formal notices, formal cautions and prosecutions. The Council is committed to the Central/Local Government Concordat on Good Enforcement which encourages and promotes best practice in enforcement. The food service has a food safety and a food standard enforcement policy, which embraces the principles of the Enforcement Concordat. The Council’s overall aim is to work in collaboration with businesses avoiding where possible excessive bureaucracy in the way it works. The Council’s Enforcement Policy is included in Appendix 2.

SECTION 3 – SERVICE DELIVERY

3.1 Food premises inspections

A total of 2312 food premises are subject to programmed food hygiene and food standards inspection. The risk category of premises as defined by Annex 5 of the Food Law Code of Practice (Northern Ireland) determines the interval between inspections. The following diagram shows a breakdown of premises numbers by risk categories for both food hygiene and food standards.

Figure 1: Percentage of premises by risk category for Food Hygiene

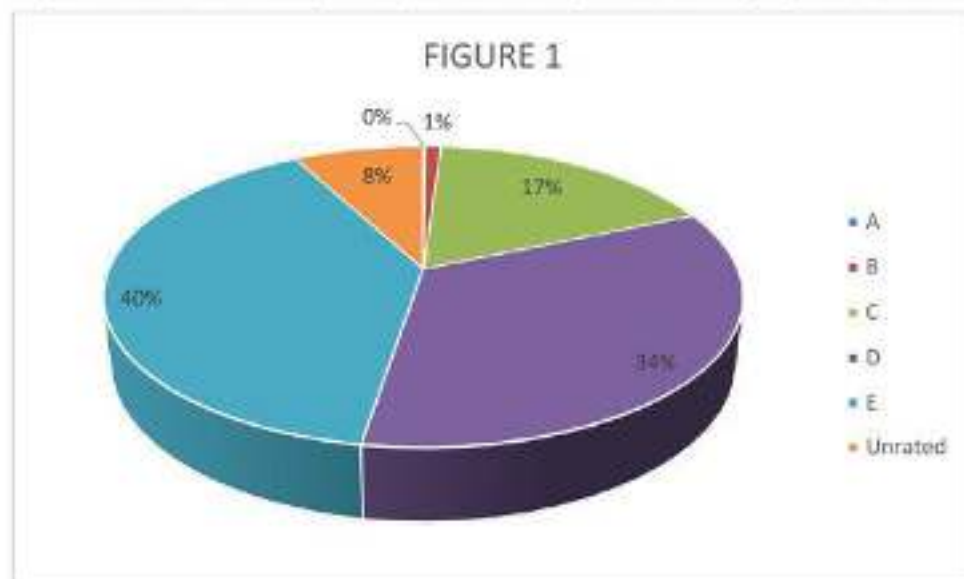
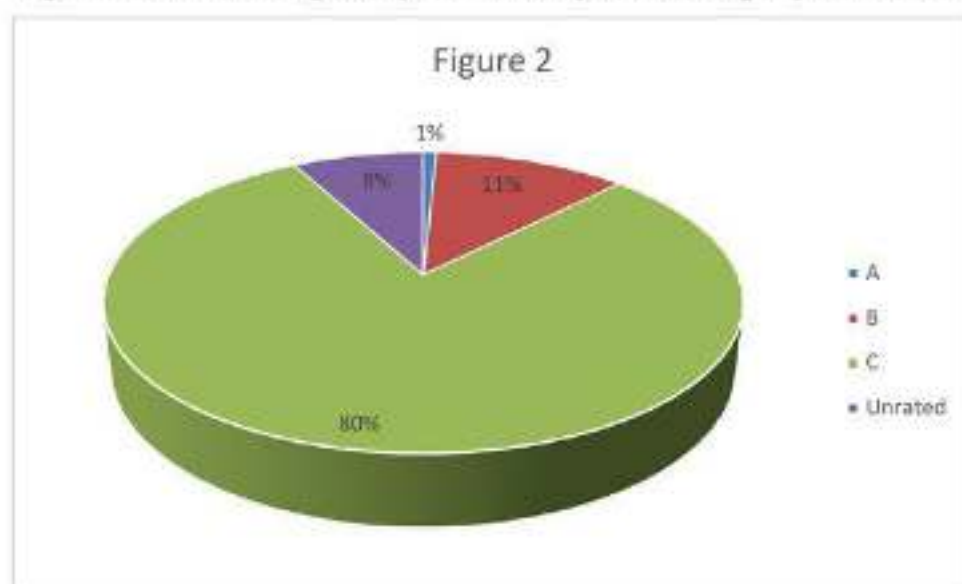


Figure 2: Percentage of premises by risk category for Food Standards

Inspections are carried out in accordance with the Food Safety (NI) Order 1991 at a minimum frequency as determined by the risk assessment-scoring scheme contained in the Food Law Code of Practice (Northern Ireland), taking into consideration the alternative enforcement strategy and the broadly compliant issues mentioned above. In addition to the proactive work other visits may be made to food premises following complaints from the public, food poisoning incidents or requests from businesses for information or advice and food hazard warnings.

3.1.1 Food Hygiene

Following the key priorities laid out in the FSA's Covid-19 Local Authority Recovery Plan, the Council intends to inspect food premises for compliance with relevant legislation according to risk as set out in the FSA approved Code of Practice and, as a result, assess food hygiene and food standards compliance. Appropriate action within the terms of the Council's Enforcement Policies will be taken to remedy any non-compliance discovered. Education and advice will continue to be given on the principles of recently introduced standards concerning hazard analysis.

The Statutory Food Hygiene Rating Scheme has impacted on the use of alternative methods of enforcement for lower risk premises as premises included in the scheme can only be given a rating following a full inspection. For businesses affected by the impact of Covid-19 and now in the backlog of inspections and whose last inspection is more than 5 years ago, their FHRS rating will not be valid or published on the FSA website. These businesses will also be considered in the recovery of the food safety inspection programme.

In order to prioritise resources and to work more efficiently, food hygiene interventions will be completed in premises according to their risk as follows:

Risk Rating	Type of intervention (Official Control)
New business	Inspection or audit within 28 days of opening
A or B	Inspection, Partial Inspection or Audit within 28 days
Non-broadly compliant C	Inspection, Partial Inspection or Audit
Broadly compliant C, D or E (included in FHRs)	Inspection, Partial Inspection, Audit or Verification Visit*
E (not included in FHRs)	Alternate between Inspection, Partial Inspection, Audit or Verification Visit and AES

* Verification visit is only appropriate where the business has achieved a FHRs of 5. The next intervention must be an Inspection, Partial Inspection or Audit

3.1.2 Food Standards

Following the key priorities laid out in the FSA's Covid-19 Local Authority Recovery Plan, resources will be prioritised to inspect premises for compliance with relevant legislation according to risk as set out in the FSA approved Code of Practice and to work more efficiently, food standards interventions will be completed in premises according to their risk as follows:

Risk Rating	Type of intervention (Official Control)
New business	Inspection or audit within 28 days of opening
A	Inspection, Partial Inspection or Audit within 28 days
Non-broadly compliant B	Inspection, Partial Inspection or Audit
Broadly compliant B	Appropriate Official Control including Inspection, Partial Inspection, Audit, *Sampling Visit, *Monitoring Visit, *Surveillance Visit or *Verification Visit.
C	Alternate between AES and Inspection, Partial Inspection, Audit, *Sampling Visit, *Monitoring Visit, *Surveillance Visit or *Verification Visit.

* A new risk rating can only be completed following an Inspection, Partial Inspection or Audit. One of these should be completed alternately with other Official Controls.

3.2 Food Service Work Plan 2021-22

The total time (in hours) to complete the number of tasks required to meet the demands of the food service are outlined in the following table. The details of the number of interventions and actions required to complete the work are detailed in Appendix 3, including a breakdown of required tasks necessary to complete planned work, response work, sampling, service management and health and wellbeing promotion. Individual task times based on previous research are also outlined in Appendix 3 which when multiplied by number of tasks can give an indication on the

number of hours, including administration required to meet the demands of the food service. This includes the planned work for 2021-22 and any backlog of inspections outstanding from the previous year.

Planned Work

Activity	Total Hours
Planned Food Hygiene inspections	3014
Outstanding Planned Food Hygiene inspections	2316
Planned Food Standards inspections	1685.5
Outstanding Planned Food Standards inspections	2065
FHRS Sticker Display Checks	30
EC approved Premises	2080
Home authority Premises work (additional to planned inspections)	300
Hospitals	40
Fish Market	100
Export certificates	700
Port Health	2808
TOTAL	15138.5

Responsive Work

Revisits (food hygiene)	150
Revisits (food standards)	100
FHRS (Revisits, Appeals, Right to Reply)	52
Food Complaints	1050
Food Premises Complaints	60
Home Authority Complaints	50
Advice to businesses	1450
Food related Infectious Disease	366
Food Safety Incidents	390
Food Alerts	60
Formal Action	354
FHRS Enforcement	18
TOTAL	4100

Sampling

Microbiological Sampling	763
Chemical Sampling	396
Shellfish Sampling	553
TOTAL	1712

Health & Wellbeing Promotion

Food Safety Training	24
Food Safety & Standards Promotion	320
Nutrition advice	200
TOTAL	544

Service Management

Food Service Planning, Monitoring & Review	476
Food meetings & procedures/policy development	1266
Trust and Education Board Meetings	36
Food Safety & Standards Research, Personal Development & Competency Assessment	672
TOTAL	2350

3.3 Summary of Time spend required for Food Service Plan:

Tasks	Time (Hours)
Planned Work	15138.5
Responsive work	4100
Sampling	1712
Health & Wellbeing Promotion	544
Service Management	2350
TOTAL TIME REQUIRED	23,844.5

N.B. The new Statutory function of food import controls at Warrenpoint port is still bedding in and figures do not fully represent potential workload, including enforcement action that may be necessary at the port. In addition, work is ongoing in relation to the implementation of the Ireland/Northern Ireland Protocol and the time spend does not reflect the time spend required to actively participate in the continued future planning of this work.

SECTION 4. RESOURCES

4.1 Financial Allocation

A generic costs framework for food safety provides a methodology to determine attributable overheads to the food function and a multiplier for employee costs based on the English Eleven Cities system of cost centres.

4.2 Staffing Allocation

The structure of the food service and information on officers' roles was detailed in Section 3.2 of this plan. Detailed below is a list of officers working in Food Law enforcement and related matters.

Food Service Delivery Staff	% Time
Head of EH (Commercial)	50
Senior EHO (Food Safety - General)	90
EHO (X FT + X PT)	90
EHO	90
EHO	90
EHO	90
EHO	65
EHO	60
EHO	45
Senior EHO (Imports/Exports/Port Health)	90
EHO (Port Health)	75
EHO (Port Health)	45
EHO (Port Health)	45
EHO (Port Health)	45
Technical Officer	55
Technical Officer	35
Administrative Assistant	60
Administrative Assistant	60

Trained and competent EHOs also provide standby cover and overtime at the port for planned and unplanned leave and additional demands as they arise.

The current staff are suitably qualified, experienced and competent to carry out the range of tasks and duties they are authorised to perform as required by of Food Law Code of Practice (Northern Ireland). Each officer is empowered to carry out all Council functions under the Order. **The full time equivalent of staff delivering the Service Plan is 12.5.**

With 1606 hours being the accepted annual hours available per officer, **14.8 Full time equivalent officers are required to complete work.**

SECTION 5 – QUALITY ASSESSMENT

Quality Assessment has been undertaken for all Environmental Health functions. To ensure a consistent approach by staff the Head of Environmental Health (Commercial) and Senior EHOs carry out monitoring and management checks on food examination/analysis results, food complaints, food inspection and reports, food poisoning investigations, examines workload distribution and sampling programmes and institution of formal enforcement action and will carry out accompanied inspections as outlined in the Council's internal monitoring procedure. The Assistant Director reviews performance at Management meetings.

SECTION 6 REVIEW

6.1 Review against Service plan

The process of review will include the following:

- 6 weekly review at team meetings
- Quarterly management review in association with Food Standards Agency returns
- Annual report to Council against plan.

6.2 Identification of any variation from the Service Plan

The aim of the review will be to identify any variance from the Service Plan and where appropriate the reasons for the variance.

6.3 Areas of Improvement

The Assistant Director of Health and Wellbeing will set in a report for actions to the Council any relevant improvement plan or service development identified as necessary by the review or the quality assessment.

6.4 Measuring Objectives

The objectives set out above will be measured and evaluated in accordance with the following table of targets. Where deviations from the anticipated target levels are found to be developing, the work of the Food Service will be analysed in more detail and changes put in place to ensure that the priorities of economic improvement are delivered.

ACTIVITY	TARGET
Inspection of Food Premises to assess compliance with food hygiene legislation	100% of new businesses 100% of A and B risk rated premises inspected. 100% of non-broadly complaint C risk rated premises inspected
Inspection of Food Premises to assess compliance with Food Standards legislation	100% of new businesses 100% of risk A and non-broadly complaint B premises inspected annually.

Implement the Food Hygiene Rating Scheme	Issue Food Hygiene Rating Scheme certificates in accordance with the FSA's FHRS Guidance.
Issue of statutory Notices, with the exception of emergency notices.	90% of notices issued within 5 working days of premises inspections
Issue of emergency notices	100% of notices within 1 working day of premises inspections
Complaints, requests for service, responses to queries, and food alerts for information	100% responded to within 3 working days
Food Alerts for action	100% responded to within 3 working days.
Chemical sampling	29 samples per month
Microbiological samples	56 samples per month

Appendix 1

The Council liaises with the following range of organisations:

- Public Health Laboratories
- Public Analyst
- Eurofins Scientific (Ireland)
- SHSST
- DAERA
- NRPB
- FSA
- FSA (NI)
- PSNI
- Loughs Agency
- Public Health Agency
- SESCT
- NIEA
- Trading Standards
- HMRC
- Home Office – Immigration Services
- AFBI
- EA
- APHA

Access to specialist advice is also available from:

- Seafish
- Collindale (PHLS)
- Campden & Chorley
- Lacors
- FSPB
- Belfast City Council Legal Serv.
- CIEH
- FSAI
- Various Web-Sites

APPENDIX 2**Council's Enforcement Policy**

Enforcement policy Newry, Mourne and Down

Policy Title Generic Enforcement policy - Environmental Health Functions

Policy Summary This is a generic policy designed to allow the most appropriate enforcement option to be chosen based on principles that promote consistency and fairness. The appendices to this policy provide topic specific information which will assist in its application.

Requirement for policy The policy is required to determine the most appropriate action from a stated range of options in relation to breaches of legislation across the range of Environmental Health functions

Contents

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General Principles	2
Criteria to determine most appropriate choice of enforcement action	3
Enforcement Actions	3
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<i>Who/What does this policy apply to</i>	All staff who make enforcement decisions or recommendations on legislation that the Council enforces across all services and all departments.
<i>What are the key controls</i>	<ol style="list-style-type: none">1. Enforcement principles from the European Enforcement Concordat, which are,<ul style="list-style-type: none">• Proportionality• Consistency• Targeting• Transparency2. Regulators Compliance Code and3. The Code for Crown Prosecutors.4. The council recognises the role of Primary Authorities established under the Regulatory Enforcement and Sanctions Act 2008 and will adhere to the arrangements within the memorandum of understanding agreed between CEHOG and the Better Regulation Delivery Office (BRDO).

General Principles

1. Council officers will assist businesses and individuals to understand their legal requirements and the obligations these impose
2. The Council (via its authorised officers) will endeavor to secure compliance with the law within its remit. This will entail officers using a range of enforcement actions, both formal and informal.
3. Enforcement actions will be informed by -
 - **Proportionality** in applying the law and securing compliance, (Proportionality means relating enforcement action to the risks and costs).
 - **Consistency of approach**, (Consistency means taking a similar approach in similar circumstances to achieve similar ends).
 - **Targeting of enforcement action**, (Targeting means that actions are directed primarily to need - activities which give rise to the most serious risks or where hazards are least well controlled).
 - **Transparency** about how the Council operates and what its customers may expect. (Transparency means helping duty holders and others to understand what it expected of them and of the Council. It also means making clear why an officer intends to, or has taken enforcement action.

Criteria to determine choice of enforcement action

- All the circumstances of an alleged offence will be taken into consideration when deciding the choice of enforcement action including -
- the seriousness of the alleged offence,
 - whether the alleged offence is fraudulent, intentional, negligent or persistent,
 - the threat posed,
 - the probable public benefit,
 - the strength of evidence,
 - the strength of any statutory defences,
 - the previous history of the party concerned,
 - the willingness of the party to prevent a recurrence of the problem, and
 - the appropriateness of alternative actions.
-

- Enforcement Actions** Enforcement actions, if any, will be determined in accordance with the above principles, from the following informal and, where statute permits, formal options -
- oral advice
 - advisory or warning letter
 - enforcement notice
 - sampling/test purchase; seizure; rendering harmless;
 - formal caution
 - fixed penalty
 - prosecution
-

**Juveniles
(persons
under the
age of
eighteen)**

The rights and welfare of the child will always be of paramount importance when considering any course of action. This approach reflects the paramountcy principle enshrined in the Children (NI) Order 1995. Where an offence as detailed within the legislation contained in appendix one, has been committed by a person under the age of eighteen the taking of formal enforcement action (enforcement notice, seizure, rendering harmless, formal caution, fixed penalty and prosecution) shall only be undertaken in exceptional circumstances, namely:-
The offender has committed similar previous offences

The offender acts in an abusive, aggressive and/or obstructive manner when approached by an officer of the council.

Where a person under eighteen is believed to have committed an offence under the relevant legislation (see appendix one) but formal enforcement action is not to be taken then the following steps shall be employed, where possible -
formally write to the young person outlining details of their actions, that an offence appears to have been committed and that further offences committed may result in action including, depending on the seriousness of the offence, the following:

Formal written warnings/caution
Acceptable Behaviour contracts
Anti-social Behaviour Orders
Fixed Penalty Notice
Prosecution

or a combination of two or more of the above, write, where the information is available, to the young person's parents or guardians outlining details of the officer's contact with the young person and providing a copy of any correspondence sent to that young person in relation to the matter.

An officer when approaching a person but in particular when approaching a juvenile shall have regard to relevant operational arrangements and procedures.

**Appendix 1.
Additional
information
relating to
enforcement
of Food
Safety and
Food
Standards.**

In deciding whether to prosecute, the Council accepts that it will be guided by the Food Law Code of Practice (Northern Ireland).

To achieve and maintain consistency, the Council will follow the guidance in statutory Codes of Practice, LACORS Circulars and advice offered in relation to BRDO principles in respect of Primary Authorities where appropriate.

Informal Action

The Council recognises informal action as one means to secure compliance with Food Law. In this context, informal action includes offering advice, verbal warnings and requests for action, the use of letters and the issue of food hygiene inspection reports, including those generated on a premises following an inspection. Informal action should be considered in any of the following circumstances:

the act or omission is not serious enough to warrant formal action

from the Food Business Operator's past history, it can be reasonably expected that informal action will achieve compliance

confidence in the Food Business Operator's management involved is high

the consequences of non-compliance will not pose a significant risk to public health

in all circumstances where the Food Law Code of Practice NI suggest that informal action may be an appropriate action.

The authorised officer will ensure that inspection reports will be issued following all programmed inspections even in those circumstances where conditions at the time of inspection are satisfactory. The content of such reports will be as directed in the Food Law Code of Practice NI.

The Council recognises the importance of clear differentiation between legal requirements and matters which are recommended as good hygiene practice in all written or verbal advice given to food businesses.

Hygiene Improvement Notices

The Council recognises that authorised officers of the Council may serve Hygiene Improvement Notices. The Council considers that Hygiene Improvement Notices are appropriate where one or more of the following criteria apply:

there are significant contraventions of legislation

there is a lack of confidence in the proprietor or enterprise to respond to an informal approach

there is a history of non-compliance with informal action

standards are generally poor with little management awareness of statutory requirements

the consequences of non-compliance could be potentially serious to public health although it is intended to prosecute, effective action also needs to be taken as quickly as possible to remedy conditions that are serious or deteriorating.

Hygiene Improvement Notices issued by officers of the Council should, in general, be related to risk to health. It is not, for example, appropriate to issue Improvement Notices for minor technical contraventions.

Only officers specifically authorised to do so may serve Hygiene Improvement Notices on behalf of the Council. A/FC/POL/001/02

The Council accepts all relevant guidance in statutory Codes of Practice and LACORS Guidance Notes on the use of statutory notices.

The Council accepts that a Hygiene Improvement Notice is a legal document and as such it confirms that failure to comply with a Hygiene Improvement Notice will in general result in court proceedings. The Council accepts that other bodies such as primary, home and originating authorities will be advised of formal action taken by the Council and its outcome.

Hygiene Emergency Prohibition Notices

The Council accepts that from time to time the service of Hygiene Emergency Prohibition Notices may be necessary but only in one or more of the following circumstances:

the consequences of not taking immediate and decisive action to protect public health would be unacceptable

an imminent risk to injury to health can be demonstrated. This might include evidence from relevant experts, including a food analyst or food examiner

the guidance criteria, specified in the relevant statutory Code of Practice, concerning the conditions where prohibition may be appropriate, are fulfilled

there is no confidence in the integrity of an offer made by a proprietor voluntarily to close premises or cease the use of any equipment, process or treatment associated with the imminent risk

a proprietor is unwilling to confirm in writing his/her offer of a voluntary prohibition

Only officers specifically authorised to do so may serve Hygiene Emergency Prohibition Notices for the Council. The Council further recognises the need for such officers to have considerable experience in a variety of food safety enforcement situations. A/FC/POL/001/02

The Council accepts the guidance on Hygiene Emergency Prohibition Notices contained in the Food Law Code of Practice NI.

The Council recognises that other bodies such as home and originating authorities will require to be advised of formal action taken by the Council and its outcome.

Expert Advice will be sought where the process or treatment requires specialist knowledge or qualifications to establish that the health risk conditions above are met.

Remedial Action Notices.

The use of Remedial Action Notices in Northern Ireland was extended to all types of food businesses on 6th April 2012. Prior to that date they could only be used in respect of product specific establishments subject to approval under regulation 853/2004.

In addition to the other enforcement options available, the service of a Remedial Action Notice allows for prohibition of the use of equipment or any part of the establishment, the cessation or reduction of activities, or the detention of food of animal origin for the purposes of examination.

Only a specifically authorised officer with detailed knowledge of enforcement will sign a Remedial Action Notice.

Circumstances which might lead to the issue of a Remedial Action Notice include:

the failure of any equipment or part of an establishment to comply with the requirements of the "Hygiene Regulations"

the need to impose conditions upon, or the prohibition of the carrying on of, any process breaching the requirements of the regulations or hampering adequate health inspection in accordance with the Regulations;

where the rate of operation of the business is detrimental to its ability to comply with the Regulations.

As soon as an officer is satisfied that the matters specified in the Remedial Action Notice have been complied with, they will issue a notice of withdrawal. A/FC/POL/001/02

Voluntary Closure.

There may be occasions where, although an authorised officer is satisfied that conditions within a premises merit the use of emergency prohibition procedures, the proprietor of the food business offers to close voluntarily until the health risk is removed.

These offers can be accepted in the following circumstances:

the authorised officer is satisfied that there is no likelihood of the premises being used as a food business, or of the use of equipment, or of a process without the express agreement of this authority during the time of voluntary closure;

the offer to close and its acceptance must be fully documented and signed by the proprietor of the food business and by specifically authorised officers;

in respect of a Hygiene Emergency Prohibition Notice, the person making the offer of closure is aware that in closing voluntarily they are giving up their right to compensation for unjustified action contained in formal emergency prohibition notice procedure.

Revocation of Approvals under EC Reg. 853 and 854.

Food businesses that produce, process or export foods containing meat, poultry, dairy and egg products, which are not takeaway foods, for sale in a retail shop have to be officially approved before they can trade.

These premises are subject to the same enforcement procedures as outlined in this Policy but in addition will have their approval to trade withdrawn if they have been made the subject of a prohibition order or hygiene emergency prohibition order and have effectively ceased to trade.

Seizure or Detention of Food.

Circumstances which might lead to the issue of a Detention Notice include those where there are indications or suspicions that food is unsafe because of breaches of the requirements of the Hygiene Regulations.

If upon inspection of any food intended for human consumption an officer has reasonable grounds for suspecting that food does not satisfy food safety requirements for reasons of hygiene, or can certify that it has not been produced, processed or distributed in compliance with the relevant regulations, they may detain and/or seize the food. Only specifically authorised environmental health officers will be able to seize or detain food and this will only happen, unless circumstances require immediate action, after discussion with the owner or person in charge of the food and if appropriate with the manufacturer.

As soon as the officer is satisfied that the food has been found not to be unsafe, they will issue a notice of withdrawal.

Voluntary Surrender

In certain circumstances it may be appropriate in order to remove unsound, unfit or poor quality food from circulation to facilitate the use of voluntary surrender of food from a food business operator. In these cases an authorised officer from the Service will supervise the removal and destruction of the food and will issue a certificate confirming its disposal, subject to an administrative fee.

Prosecution

In general, the Council will restrict prosecution to those persons who blatantly disregard the law, refuse to achieve even the basic minimum legal requirements, often following previous contact with the Council, and who put the public at serious risk.

The circumstances which are likely to warrant prosecution may be characterised by one of the following:

where the alleged offence involves a flagrant breach of the law such that public health, safety or well-being is or has been put at risk

where the alleged offence involves a failure by the suspected offender to correct an identified serious potential risk to food safety having been given a reasonable opportunity to comply with the lawful requirements of an authorised officer where the offence involves a failure to comply in full or in part with the requirements of a statutory notice

where there is a history of similar offences relating to risk to public health

where the previous use of informal action in relation to similar offences has not secured compliance.

Before proceeding with a prosecution, the Council must be satisfied that there is relevant, admissible, substantial and reliable evidence that an offence has been committed by an identifiable person or company. The Council must be satisfied that there is sufficient evidence to provide a realistic prospect of conviction. The Council must also be satisfied that it is in the public's interest to prosecute and in this context it will consider guidance contained in the Code for Crown Prosecutors.

In deciding on whether to prosecute, the Council will take into account all the factors in the Food Law Code of Practice NI.

The Council notes that a court must impose a Hygiene Prohibition Order following certain convictions if it is satisfied that there is a risk of injury to health. The authorised officers of the Council will be required to make available to the court all information necessary for the court to come to an appropriate decision regarding the existence of a risk of injury to health.

The Council recognises that other bodies such as primary, home and originating authorities will require to be advised of prosecutions taken by the Council and their outcome.

Formal Cautions

The Council notes that the Food Law Code of Practice NI advises that Councils should consider issuing a formal caution as an alternative to prosecution.

The Council notes the current Home Office advice which states that the purpose of the formal caution is
to deal quickly and simply with less serious offences

to divert less serious offences away from the courts

to reduce the chances of repeat offences

In relation to food offences, the cautioning officers for the Council will be the Director, the Head of Health and Wellbeing, the Senior Food Officer and any

other senior officer who may be so authorised by the Council on the recommendation of the Director.

The Council accepts that the following conditions should be fulfilled before a caution is administered:

there must be evidence of the suspected offender's guilt sufficient to give a realistic prospect of conviction

the suspected offender must admit the offence

the suspected offender must understand the significance of a formal caution and give an informed consent to being cautioned

Where a person declines the offer of a formal caution, the Council will consider taking alternative enforcement action. This will usually take the form of prosecution.

The Council recognises that other bodies such as primary, home and originating authorities will require to be advised of formal cautions taken by the Council and their outcome.

In relation to Food Standards Offences, the Office of Fair Trading shall be notified of any formal cautions issued as soon as possible using the notification procedure as detailed by the Home Office.

Council Owned Premises

Whilst it is not usually the case for enforcement agencies to inspect their own outlets, this could be the case in respect of food enforcement within Council owned premises. Inspection is undertaken by the Council's food safety officers and Council owned premises are required to be registered and meet the same standards as other premises. Where serious contraventions of the regulations are found relevant Director will be advised in writing without undue delay.

**Appendix 2.
Additional
information
relating to
enforcement
of the Health
& Safety at
Work (NI)
Order 1978**

(a) an **improvement notice** may be served in any or all of the following cases:-

- where there is a serious contravention which can be improved
- where an enforcement letter or other previous advice has not been complied with
- where the previous record of the company or the attitude of the employer would indicate that informal methods are not likely to be effective.

(b) a **prohibition notice** may be served where there is a risk of serious personal injury. Where the risk is imminent the prohibition notice can have immediate effect or in other cases a prohibition notice can specify a date after which the activity in question must cease.

Prosecution is warranted when, for example:-

- there is serious and blatant disregard for the law which exposes persons to a risk of serious personal injury
- there is failure to comply with an improvement or prohibition notice
- an accident has resulted from a serious contravention of the law which was foreseeable
- there are grounds for believing that the offence is likely to be continued or repeated.
- the company has repeatedly breached legal requirements and it appears that management is not willing to deal adequately with these.
- there is a contravention and the company has received previous warnings about similar offences
- where a particular type of offence is prevalent in an activity or an area

Prosecution on Indictment - A recommendation for prosecution on indictment will only be made after taking legal advice, in cases where:-

- the gravity of the offence would warrant it
- there was blatant disregard for the law
- the powers of the summary court to punish the offence are inadequate
- the offender has a previous record of health and safety convictions
- the offender has not responded to previous warnings
- where there is great public alarm

Manslaughter- where there has been a work-related death, officers will liaise with the PSNI and if necessary the Coroner and Public Prosecution Service (PPS) to establish whether or not the PSNI is considering pursuing a case of manslaughter. It is however recognised that a manslaughter charge is only likely to be considered where the death appears to have resulted from reckless disregard for health and safety.

***Appendix 3.
Additional
information
relating to
enforcement
of Consumer
Protection.***

Council officers will liaise with the home authority of a business where it has sites across a number of Council areas, and consider the opinion of that authority in making any decision about enforcement action that may be a formal caution or prosecution.

**Appendix 4.
Additional
information
relating to
enforcement
of
Environmental Protection
including
Noise**

Working with other Regulators

Where the council and another enforcement body both have the power to prosecute, the council will liaise with that other body to ensure effective co-ordination, to avoid inconsistencies, and to ensure that any proceedings instituted are for the most appropriate offence. Other regulators will include the Department of the Environment, the Northern Ireland Housing Executive.

**Appendix 5
Additional
information
in relation to
other areas
of
enforcement**

A determination shall be made of what, if any, enforcement action is appropriate, in accordance with the general principles and taking into consideration the operational arrangements of the Council in relation to specific type offences. The type of enforcement action that may be taken shall either be from the following informal and formal options noted below:

Informal Action - informal action includes offering advice, verbal warnings and requests for action, the use of letters and the issue of inspection reports.

Informal action is appropriate in the following circumstances:

- The act or omission is not serious enough to warrant formal action;
- From the individual's/enterprise's past history, it can be reasonably expected that informal action will achieve compliance within a reasonable time;
- Confidence in the individual/enterprise's management involved is high;
- The consequences of non-compliance will not pose a significant risk to the community or individuals.

Formal Action –includes

- Verbal warning.
- Warning/enforcement letter.
- Relevant notice
- Seizure
- Fixed penalty
- Formal Caution
- Prosecution (including prosecution of individuals).

Formal Action may be taken in cases where informal action has failed to achieve the necessary outcome or where the breach is serious enough (taking into consideration operational guidance in relation to specific type offences) to warrant formal action in its own right.

The Council recognises that the initiation of a prosecution is a serious matter that should only be taken after full consideration of the implications and consequences. The Council will normally prosecute in any of the following circumstances (the list below is not exhaustive):-

- Where a fixed penalty has been issued, the period for which the notice may be paid has expired and the notice remains unpaid.
- Where the offence involves a failure to comply in full or in part with the requirement of a statutory notice; or there has

been a repetition of a breach that was subject to a Formal Caution.

- Where there is a history of similar offences in relation to non-compliance with Notices.
- Excessive or persistent breaches of regulatory requirements.
- Obstruction of Council staff in carrying out their powers (*).
- The gravity of the alleged offence. Where the gravity of the alleged offence, taken together with the serious of any actual or potential harm, or the general record and or approach of the offender warrants it.

** Where an officer is assaulted, threatened or abused the Council will seek police assistance, with a view to seeking prosecution of offenders.*

APPENDIX 3

During the year 2021/2022 the planned number of inspections is as follows:-

Food Hygiene

The work activity in respect to food hygiene inspections and an estimate of the time spend on inspections and associated administration is shown in the following table. Please note an additional one hour time spend is added to task time for category A-D premises to account for time taken to complete the allergen strategy.

Risk Category	Frequency	No of premises in this category	No. of Tasks due in 2021/22	Task Time	Total Hours
A	6 Mths	2	4	8	32
B	1 Yr	20	30	7	210
C	18 Mths	353	176	5	880
D	2 Yrs	690	344	4	1376
E	3 Yrs	803	122	2	244
Currently Unrated	as arising	158	68	4	272
Outside Program	–	263	–	–	–
TOTAL		2289	744		3014

NB. Outside the programme includes childminders, shellfish beds

Outstanding Food Hygiene Inspections

Due to the Covid-19 pandemic the number of outstanding inspections from the last financial year has increased due to lockdown restrictions and other work demands.

Risk Category	Frequency	No. of Tasks due in 2021/22	Task Time	Total Hours
A	6 Months	0	8	0
B	1 Year	11	7	77
C	18 Months	121	5	605

D	2 Years	244	4	976
E	3 Years	163	2	326
Currently unrated	as arising	83	4	332
TOTAL		622		2316

Food Standards

The work activity in respect to food standards inspections and an estimate of the time spend on inspections and associated administration is shown in the table below. Please note an additional one-hour time spend is added to task time for category A-C premises to account for time taken to complete the allergen strategy.

Risk Category	Frequency	No of premises in this category	No. of Tasks due in 2021/22	Task Time	Total Hours
A	1 Year	16	24	8.5	204
B	2 Years	233	111	4.5	499.5
C	5 Years	1593	232	3.5	812
Currently unrated	As arising	160	68	2.5	170
Outside program	-	263	-	-	-
TOTAL		2105	435		1685.5

Outstanding Food Standards Inspections

Risk Category	Frequency	No. of Tasks due in 2021/22	Task Time	Total Hours
A	1 Year	10	8.5	85
B	2 Years	82	4.5	369
C	5 Years	401	3.5	1403.5
Currently unrated	As arising	83	2.5	207.5
TOTAL		576		2065

Estimated Revisits

Premises which are not 'Broadly Compliant' will be subject to follow-up action including a revisit to secure compliance with the requirements. The work activity in respect to food hygiene inspections and an estimate of the time spend on re-visits and associated administration is shown in the following table

No. of expected Re-inspections	Task Time	Total Time
100	1.5	150

Revisits and Appeals for FHRS

There are **1729** premises included in Food Hygiene Rating Scheme.

	No of Tasks	Task (Hrs) Visit	Time Per	Total Hours
REQUESTED REVISIT	15	3		45
APPEAL	2	3		6
RIGHT TO REPLY	2	0.5		1
TOTAL				52

The work activity in respect to food standards inspections and an estimate of the time spend on re-visits and associated administration is shown in the table below.

No. of expected Re-visits	Task Time (Hrs)	Total Time
50	2	100

Since the introduction of the mandatory Food Hygiene Rating Scheme, there have been a number of Northern Ireland wide 'Week of Action' to monitor compliance with the requirement for businesses to display their rating. It is anticipated that compliance checks in this financial year will be completed by Technical Officers, with the associated time spend outlined in the table below.

No. of planned exercises	No. of visits per exercise	Task Time(Hrs)	Total Time
3	40	0.25	30

Non-compliance with the requirement to accurately display a valid rating, can, following a graduated enforcement approach, lead to the issuing of a warning letter and/or a Fixed Penalty Notice (FPN), the anticipated time spend including revisit for compliance checks for these tasks is outlined in the table below.

Task	No. of expected tasks	Task Time (Hrs)	Total Time
Warning letter	10	1	10
Fixed penalty notice	8	1	8

Specialist/Complex Premises

Additional time spend for both hygiene and standards visits for more specialist/complex premises is detailed below.

Specialist Area	No. of Premises/ Tasks	Expected Time Spend	Total Hours
EC Approved premises	52	40hrs each	2080
Other Manufacturer (Home Authority)	30	10hrs each	300
Hospital	4	10hrs each	40
Fish Market Inspection	50	2hrs each	100
Issuing Export Certificates	200	3.5hrs each	700
Port Health including Manifest checks	12 per week 624	4.5hrs	2808
Total			6028

Food complaints

Authorised officers assess all food complaints upon receipt and in circumstances where a need has been identified commence investigations in accordance with the NIFLG Food Complaints Investigation Procedure. Where appropriate, food complaints are referred to the Originating/Home Authority for investigation. The likely demands on the service are based on trends in the past two years as detailed below.

No. of Food Complaints	Task Time	Total Hours
105	10.0	1050

Officers will also investigate referrals or complaints from members of the public concerning observed alleged poor hygienic practices or standards within food premises. If necessary, appropriate action will be taken in accordance with the Council's enforcement policy. Again, based on the last two years the likely demand will be as set out below.

No of Food Premises Complaints	Task time	Total hours
30	2.0	60

Home Authority Principle

The Council implement the approved Home Authority Policy and Procedure. It is estimated that for these premises additional resources will be required as set out below.

No. of Home Authority Premises (Informal)	Task Time (hrs)	Total Hrs
10	5.0	50

Formal Action

Legal actions including court proceedings can be initiated following both routine inspection based activities and reactive visits following complaints or food incidents.

Task	No of Tasks	Task Time (hrs)	Total Hours
Improvement Notices	10	2	20
Remedial Action Notices	5	2	10
Detention/Seizure of food	10	4	40
Voluntary Surrender of food	10	6	60
Emergency Closure	2	14	28

Voluntary Closure	2	2	4
Formal Caution	4	10	40
PACE interview	4	8	32
Prosecution	3	40	120
TOTAL			354

Sampling

We have implemented the approved chemical and microbiological sampling policies and programmes in accordance with NIFLG document – Food Sampling Policies and Associated Guidance and are in the process of developing food sampling plans for the new Council.

The Public Health Laboratory Service at Belfast City Hospital carries out the microbiological examination of food and water samples submitted on behalf of the Council. Public Analyst Scientific Services Ltd is the appointed Public Analyst to carry out chemical analysis of food samples procured by our officers.

Water samples are collected from commercial and domestic public and private water supplies in addition to recreational water supplies such as swimming and spa pools.

Microbiological Sampling Programme

Task	No of Tasks	Task Time (hrs)	Total Hours
Food sampling	718	0.75	538
Water sampling (drinking & recreational)	300	0.75	225
TOTAL			763

It should be noted that the Loughs Agency are contracted by the FSA to uplift shellfish and seawater samples in the former Newry & Mourne District Council area. While in the former Down District Council area shellfish samples are collected by the Council's Technical Officers.

However, as a result of an incident affecting a shellfish bed in the Newry area additional samples, funded by the Food Standards Agency, are being collected by the Environmental Health Officers. This will require an additional time spend.

Task	No of Tasks	Task Time (hrs)	Total Hours
Coordinating and planning shellfish sampling with FSA / Labs	4	4	16
Down Office Shellfish Sampling			
Flesh Sampling	42	10 (2 officer 6hrs / 4 hrs)	420
Water Sampling	26	4.5 (1 officer)	117
TOTAL			553

Chemical sampling programme

Task	No of Tasks	Task Time (hrs)	Total Hours
Formal sampling	48	2.0	96
Informal sampling	300	1.0	300
TOTAL			396

Actions are taken as detailed in the enforcement policies where sampling results are not considered satisfactory.

Control and investigation of outbreaks of food related infectious disease.

The Council will investigate all outbreaks, sporadic incidents and alleged cases of food and water related infectious diseases in accordance with Public Health Agency's (PHA) procedures using the guidelines for the investigation of food and water borne diseases.

The aim of any investigation is to assist the PHA to:

- Contain the spread of infection
- Trace the source of infection
- Identify the causative organism/chemical
- Trace carriers and cases
- Identify the focus in infection
- Recommend practices to prevent recurrence of disease.

Whilst it is difficult to predict the demand on resources arising trends over the past two years would indicate a time spend of 60 hrs per outbreak investigation and 3hrs for each sporadic case This may increase appreciably depending on the scale of any outbreak or need for enforcement action arising from investigation.

Task	No of Tasks	Task Time (hrs)	Total Hours
Potential Outbreaks	1	60	60
Sporadic cases	102 (Average over last 5 years)	3	306
TOTAL			366

Food safety incidents

The number of food safety incidents arising within the District area has increased significantly over the last number of years. Some of these incidents are related to wider global issues, for examples the Belgium Dioxin scare in 2006 or more recently from potential food fraud such as the Horse Meat Scandal in 2013, while others are more local such as a food contamination incident isolated to a manufacturer or producer or local food fraud such as illicit alcohol or illegal slaughtered and processed meat.

The key priorities for the FSA's newly formed Food Crime Unit include:

- Building a picture of issues in NI through sharing intelligence
- Recruiting a NI food fraud liaison officer
- Working with other enforcement partners to co-ordinate operational activity
- Linking with other groups in NI

Over the last two years the District has uncovered a large amount of food fraud and as it is predicted that criminality is turning towards food fraud we need to be resourced to react to such incidents either immediately or through a pre-planned multi-agency approach. Predicted time spend for dealing with incidents is:

Task	No of Tasks	Task Time (hrs)	Total Hours
Major incidents	4	60	240
Minor Incidents	15	10	150
TOTAL			390

Food Alerts for Action

Task	No of Tasks	Task Time (hrs)	Total Hours
FAFA	10	6	60

TOTAL			60

Advice to businesses

We are committed to working with businesses to ensure that technical advice is available to help them comply with the law and to encourage the use of best practice. We achieve this using a number of measures including:

- Targeted Food Safety update seminars for food businesses.
- Advice given through the course of inspections and other visits.
- Responding to requests and enquires.
- Distribution of literature to businesses giving guidance on specific and topical issues.

The likely demand on the service is based on trends in the past two years and is detailed below:

Task	No of Tasks	Task Time (hrs)	Total Hours
Advisory visits	350	2	700
Advisory Telephone Calls	3000	0.25	750
TOTAL			1450

Food Safety Training

The Department has a long-standing partnership with the Southern Regional College and the South Eastern Regional College in the provision of training in food safety. Whilst this has diminished over the last year in terms of providing staff to deliver accredited food hygiene training, Environmental Health Officers still provide training for Catering Students at both Colleges on the Food Safety Management tool, 'Safe Catering'.

In addition, on a yearly basis training is provided for Education Board staff prior to the commencement of the new school year on specific topics agreed with the Boards, subject to Covid-19 restrictions.

Task	No of Tasks	Task Time (hrs)	Total Hours
Catering Students training	2	6	12
Education Board training	4	3	12
TOTAL			24

Food Safety & Standards Promotion

The Council recognises the importance of promoting food safety and food standards. The following promotional activities will be undertaken:-

Potential nutrition advice	200 hrs
Council Web Site	20 hrs
Targeted Seminars	300 hrs
TOTAL	520 hrs

It is anticipated that in line with Corporate Objectives there will be a renewed focus on some of the work completed with businesses in the past looking at the nutritional value of foods provided to consumers. Officers trained in nutrition are qualified to analyse menus and discuss the provision of healthier, more nutritious options from interested businesses. The introduction of the new food allergen labelling requirements for PPDS will require additional promotional activities by the department.

Food Service Planning and Review

The food service provision is planned for through the development of this plan and by measuring the actual performance against planned work while taking into account priority work which is not planned for such as food incidents. The FSA require Councils to make a yearly LAEMS return and to complete the Best Value Matrix.

Food sampling plans also are required and need to be kept updated and reviewed taking into account emerging issues.

Internal monitoring is necessary to achieve consistency in approach both during inspections and when applying the risk rating scores as outlined in the Food Law Code of Practice and Practice Guidance documents. This necessitates accompanied monitoring visits and file reviews, the frequency of which depends on the Officers experience and the type of premises being inspected. Authorisations of Environmental Health Officers are competency based and internal monitoring is used as a tool for measuring levels of competency.

The accuracy of data needs to be checked to ensure the yearly return is meaningful and time is also required to complete and check the accuracy of the fortnightly upload of data to the FHRS web based portal.

Frequently Freedom of Information requests are made and have to be responded to in line with Council policy.

Task	No of Tasks	Task Time (hrs)	Total Hours
Food Service plan	1	60	60
Food sampling plan	2	10	20
LAEMS return	1	60	60
Internal Monitoring File reviews	192	0.5	96

Internal Monitoring Accompanied visits	16	4	64
FHRS Upload	26	1	26
FOI Requests	15	10	150
TOTAL			476

Liaison with other organisations

To ensure that food enforcement actions are in line with The FSA's Framework Agreement, Code of Practice and Practice Guidance and the FHRS Implementation Practice Guidance and that we are consistent with those of neighbouring Councils. The Northern Ireland Food Managers Group (NIFMG) comprises of Senior or Principal Officers from each council area and a representative from the FSA (NI). Other UK wide consistency is evident when for example FSA (NI) and CDSC (NI) representatives from PHL etc address this group on common issues within the food function. Sub-groups from NIFMG look at specific issues such as Food Standards, FHRS, FSS (web based sampling database) and Shellfish.

Cooperation also exists on an all Ireland basis, examples of this include

- a) Safefood - the Food Safety Promotion Board and
- b) addressing Communicable Disease Control involving amongst others PHA, SHSCT, SEHSCT, other district councils and appropriate bodies in the Republic of Ireland.

It is anticipated that to achieve consistency across the new council area the Senior Environmental Health Officers from both offices will meet on a regular basis and will continue to hold monthly team meetings, alongside Food Officer Group meetings which will look at specific issues including consistency checks on a bi-monthly basis. Management team meetings will also continue on a regular basis with the Assistant Director of Health & Well-being.

A large undertaking of work is required to achieve consistency in approach between the two offices to our work program. This will require a review of our policies, procedures and work plans alongside our numerous forms, letters and notices required to carry out the food function. The predicted time spend for this work is noted under 'convergence work' and will involve both Senior and District Environmental Health Officers and Administration.

Task	No of Tasks	Task Time (hrs)	Total Hours
Senior Officers Meeting	12	4 (2 Officers to attend)	96
Office Team Meetings	2	3 (15 Officers to attend)	90
Food Officer Group	12	4 (15 Officers to attend)	720

Northern Ireland Food managers' meetings and subgroup meetings	24	10	240
Management Team Meetings	12	3 (2 Officers to attend)	36
Policy & Procedure Development	12	7	84
TOTAL			1266

Other meetings that are regularly attended by the food safety team are consistency meetings held with both Trusts and Education boards.

Task	No of Tasks	Task Time (hrs)	Total Hours
Trust meetings	8	3	24
Education Board meetings	4	3	12
TOTAL			36

Food Safety & Standards Research & Personal Development

Officers are required to keep abreast of current developments and to be familiar with the specific processes that they are inspecting/auditing in order to be deemed competent and to maintain their level of authorisation. This will also require the attendance of various relevant courses throughout the year. In addition each officer is required to complete a Competency Assessment in line with the FSA's Food Law Code of Practice and Practice Guidance and to have this assessment evaluated by their line manager.

Task	No of Tasks	Task Time (hrs)	Total Hours
Food safety & standards research	16	10	160
Food safety training	16	20	320
Competency Assessments	16	12	192
TOTAL			672

Report to:	Active and Healthy Communities
Date of Meeting:	21 June 2021
Subject:	Consultation from Dept for Economy on Policy options for NI Energy Strategy
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sheena McEldowney Head of Sustainability

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background
1.1	That the Committee agree to return the attached Consultation response.
2.0	Key issues
2.1	<p>The Department of Economy are seeking views on policy options for the NI energy Strategy.</p> <p>DfE have identified five principles for the new Energy Strategy. The consultation is structured around these principles and a series of objectives have been identified under each. These are:</p> <ul style="list-style-type: none"> • Placing everyone at the heart of our energy future: We will make energy simple for everyone in society and develop policies that enable and protect consumers through the energy transition. Affordability and fairness will be key considerations in all our policy decisions • Grow a green economy: We will provide economic opportunities, create new jobs and grow a low carbon skills base through innovation and focusing on our competitive strengths. • Do more with less: We will set clear targets, standards and regulations that drive improvements in energy efficiency. Consumers will be supported to invest in buildings and make changes that reduce their energy use. • Replace fossil fuels with indigenous renewables: We will phase out fossil fuels by growing our indigenous renewable base and using this to decarbonise power, heat and transport. • Create a flexible and integrated energy system: We will create a flexible, smart and digitised energy system that integrates renewables across heat, power and transport, creates value for consumers and enhances security of supply.

	<p>DfE have identified six key priorities that will be progressed in parallel with policy development in order to ensure that the new strategy is delivered. These are:</p> <ol style="list-style-type: none"> 1. Security of supply: ensuring that future policies result in a secure and resilient energy system; 2. Costs: measuring the whole system costs and benefits of energy policy decisions to ensure the most cost-effective decisions are made; 3. Intelligence: developing a comprehensive energy intelligence work programme of technology pilots, research, modelling, data and statistics; 4. Legislation: making the necessary changes to legislation to provide the legal basis to deliver the priorities within the Energy Strategy; 5. Regulation: reviewing energy regulation to protect consumer interests whilst delivering on the objectives of the Energy Strategy; and 6. Governance: delivering a coordinated and joined-up approach to energy decarbonisation across all levels of government <p>Informed by the responses to the consultation, it is anticipated that the new Energy Strategy will be published by the end of 2021. The response has been returned by the required date on the proviso that it will be subject to Council Approval.</p>
3.0	Recommendations
3.1	That the Committee agree to return the attached Consultation response.
4.0	Resource implications
4.1	None.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p>

	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
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	<input type="checkbox"/>
	Consultation period will be 12 weeks	<input type="checkbox"/>
	Consultation period will be less than 12 weeks (rationale to be provided)	<input type="checkbox"/>
	<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 <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please complete the following: Rural Needs Impact Assessment completed	<input type="checkbox"/>
7.0	Appendices	
	Appendix I: NMDDC Consultation Response	
8.0	Background Documents	
	https://www.economy-ni.gov.uk/consultations/consultation-policy-options-new-energy-strategy-northern-ireland	

1. General Information**1. Name (required)****2. Are you responding:** as an individual (please complete 3 to 5 below) on behalf of an organisation / company (please complete 6 to 8 below)

If you are responding as an individual:

3. E-mail address**4. Address**

5. If you are responding as an individual, please read the [Privacy Notice](#) and tick the statement below as applicable.

All responses will be published on the Department for the Economy website following completion of the Call for Evidence process. Please tick if you are content for your name to be published alongside your response.

If you are responding on behalf of an organisation / company:

6. Organisation / Company**7. Position within Company / Organisation****8. Contact details****a. E-mail address****b. Address**

2. Energy in Northern Ireland

Q1: Do you agree with the overall goal of achieving net zero carbon energy no later than 2050?

Yes, however it is important to note that the overarching government climate objective should be to bring all greenhouse gas emissions in Northern Ireland to net zero no later than 2050. Otherwise gains made reducing carbon dioxide emissions in the energy sector could be offset by increases in methane emissions in the agri-food sector, if agricultural policies continue to encourage growth of livestock numbers.

Q2: Do you agree with the proposed vision of "net zero carbon and affordable energy" for the Energy Strategy?

No. Our energy system must deliver affordable energy, ensure security of supply, and reduce carbon emissions – the so-called "energy trilemma" – whilst also avoiding unintended damage to the natural environment. This is crucial not only to maintain a healthy natural environment, but also to maintain public support for renewable energy. It is important therefore that energy security and environmental sustainability is reflected in the vision.

Q3: Do the five principles identified provide clear direction around the approach that we want to take with the Energy Strategy?

Yes, but measures should be implemented in harmony with nature and communities. The following aspects are missing from the proposed principles:

Local - Energy solutions should be local, wherever possible, and consumers / communities should be encouraged to generate their own power from distributed energy resources where appropriate, to encourage energy security, community buy-in and maximum local economic benefit.

Environmentally sustainable – We should not grow a 'green' economy at the expense of the environment or our health. For example, nuclear power is considered a zero-emission energy source however the extraction and processing of uranium into nuclear fuel is extremely energy-intensive (which generates carbon dioxide emissions) and thermal pollution from nuclear power plants also adversely affects marine ecosystems. It is therefore, on balance, not environmentally sustainable.

Q4: Are there any key delivery priorities for the Energy Strategy not captured? If so, please outline what you believe should be included.

Sustainability – promoting environmental protection and social equality, whilst delivering the priorities of the Energy Strategy.

Q5: Do our proposed indicators adequately allow us to measure success at achieving the proposed Energy Strategy outcome? If not, please advise on what alternative metrics should be used.

There is no proposed measure for energy security. We propose:

- Diversity of fuel supplies in the energy market
- Interruptions or shortages in supply

There is no proposed measure for energy localisation and community empowerment:

- Jobs and turnover for community-scale clean energy projects
- Households generating energy on site

Q6. Do you think there are significantly different illustrative scenarios which should be developed? If so, please provide further information.

NMDDC believes energy policy decisions should be guided by the energy hierarchy, which prioritises energy demand reduction (through energy efficiency and behavioural change) first, followed by a transition to renewable net zero, affordable energy sources.

Policy decisions and measures should offer maximum benefit to society and the environment (by not degrading it). One technology or industry should not be prioritised over another based on the idea that because infrastructure already exists, it should be utilised at all costs, to avoid the risk of assets becoming stranded. Decisions should make good economic sense, whilst also offering the optimal solution to both the environment and society.

Use of natural gas should be phased out as it releases CO₂ emissions into the atmosphere. Whilst it may be comparatively better than coal and oil for home heating, it is not as environmentally friendly as other forms of renewable heat, e.g., heat pumps running off 100% renewable electricity. Whilst Carbon Capture and Storage is mooted as a potential companion solution to natural gas, commercially viable carbon capture for CO₂ storage technologies does not exist at the present time.

There is a train of thought that biomethane and hydrogen could eventually replace natural gas for home heating. Despite the carbon sequestered during the growth of biomaterials that generate biogas, combustion of biomethane releases CO₂ into the atmosphere, and therefore must have carbon capture and storage built in at the point of combustion. Bio-energy conversion combined with Carbon Capture and Storage (BE-CCS) technologies do not exist at the present time.

Whilst green hydrogen is well suited for nice applications, such as HGVs, shipping, aviation and renewable energy storage, questions remain about how hydrogen will be generated at scale, and the amount of energy and water required needed to produce the fuel, in a scenario whereby homes are heated in whole or in part by hydrogen.

Q7: Do you agree with the four consumer population groups we have identified? Please advise on key considerations within each.

- a) Domestic vulnerable consumers
- b) Other domestic consumers
- c) Small businesses
- d) Larger businesses

Yes. A key consideration within each group is capacity. Support should be weighted so that groups most vulnerable and with the least capacity to shoulder the cost burden of the transition themselves, are given the most support. Businesses seeking to compete in challenging and competitive markets will also be a key consideration

Q8. Do you agree with the five measures identified to "enable and protect" consumers? If not, please outline what else should be included?

- a) Making available information and advice
- b) Offering proactive "wrap-around" support
- c) Providing financial support measures
- d) Driving change
- e) Reviewing statutory protections

Yes

Q9: Do you agree with the proposed scope of the "one stop shop"? Please advise on any different activities you think should be included.

Yes, we agree with this approach and broadly support the recommendations of the independent report of the University of Exeter³ in its recommendation that NI develops a new independent energy body which scrutinises the energy transition on an ongoing basis, advises the Assembly and the Executive, is a centre of expertise and works with other organisations as a delivery body.

Its primary aim would be to ensure the implementation and adoption of energy efficiency across all sectors, as well as the development of new technology for use in with renewable energy sources and the decarbonisation of energy supply. It could also fund and supports research into new technologies and their deployment in sectors including bioenergy, electric vehicles, the combination of heat and power systems, and ocean energy. It could run public initiatives aimed at supporting domestic and community energy.

This new body could work closely with a future independent environmental regulator, and any future climate commissioner or climate office, to hold the government to account on the energy transition.

Q11: Which approach do you think should be taken to create this organisation? Please outline your rationale.

The government should create an independent national sustainable energy organisation. It could be funded by EU replacement funding and could be modelled on the Sustainable Energy Authority of Ireland, albeit not an Arms Length Body (ALB). This independence is considered important, so that as well as being a delivery body, it can also carry out an oversight and scrutiny function.

Q11: Do you believe that additional financial assistance to protect certain groups of consumers should be introduced? If so, please identify what consumers should be targeted and what support would be needed.

Yes. As well as dedicated schemes that target energy efficiency support to priority groups (e.g., the future replacement for NISEP and Affordable Warmth Scheme), there should also be a financial support mechanism (e.g. a cash rebate on bills) to compensate low-income groups for the inevitable green taxes that will be added to consumer bills to support decarbonisation of energy.

We believe consumers who fall into the following groups are considered 'vulnerable' to fuel poverty:

- People on a low income
- People over 70

Grow a Green Economy

Q12: Do you agree with the four identified priority clean energy sectors:

- a) Energy efficiency
- b) Renewable energy
- c) Hydrogen economy
- d) Circular economy

Please advise on any additional areas that you believe should be prioritised and your reasons for this.

We note that three of the priorities are centred on principles ('efficient', 'renewable', 'circular') the fourth is specific to a technology / industry. Policies should, wherever possible, be technology neutral and support a mix of solutions to promote diversity, resilience and prevent an over reliance on once fuel type. Also, state support for one industry may dilute resources available for emerging solutions that have yet to be fully explored and tested. For example, shallow geothermal energy is a promising source of thermal energy for heating which can be produced at very high efficiencies

³<https://ore.exeter.ac.uk/repository/bitstream/handle/10871/125035/Energy%20governance%20for%20the%20Northern%20Ireland%20energy%20transition%20final%20published.pdf?sequence=1&isAllowed=y>

and distributed by heat networks, but it has not yet received the level of state support that hydrogen has.

Q13: Do you agree with the economic growth opportunities identified within energy efficiency? What supporting policies do you believe are needed to take advantage of these?

Yes. Invest NI's resource efficiency support is generally only available to larger businesses, that operate over a certain turnover threshold. Future policies and programmes must offer support to all businesses and employers, irrespective of size. As a minimum, businesses (including SMEs) should be able to access a free technical audit that provides recommendations about opportunities to save carbon and money. There will need to be a supplementary capital grant scheme to help implement the recommendations of the audits. Smaller businesses might need access to greater levels of support and assistance initially, given their limited capacity and budgets.

Q14: Do you agree with the economic growth opportunities identified within renewable energy? What supporting policies do you believe are needed to take advantage of these?

We believe there should be a greater emphasis on direct sources of renewable heat, e.g., shallow geothermal energy or combined heat and power, and the distribution networks that might be required to support them (e.g., district heating). These will benefit the economy in terms of jobs and resource efficiency savings.

Microgeneration is mentioned, but to ensure public support for the clean energy agenda, there should be greater emphasis on community energy. Communities should be directly involved in large-scale and small-scale projects and benefit from the economic opportunities of the energy transition.

The proposed independent energy body should provide advice and expertise to local community groups to set up and run share offers, so that community groups, households and individuals that don't own their own property have an opportunity to invest in clean energy developments in their local area.

Q15: Do you agree with the economic growth opportunities identified for hydrogen production, demand, and manufacturing within the hydrogen economy? What supporting policies do you believe are needed to take advantage of these?

Whilst hydrogen feasibility projects are welcome, demonstrator projects in other alternative renewable energy sources are also welcome, to better understand the strengths and weaknesses of each technology and maintain a level playing field.

Q16: Do you agree with underpinning principles identified within the circular economy? What supporting policies do you believe are needed to take advantage of the potential economic opportunities?

Yes, we agree with these three principles. Prevention of waste is key, and all possible policy levers across government for the responsible consumption and production of materials must be used (e.g., building regulations, national planning policy framework, local planning policies, waste and recycling, and public procurement) to set mandatory monitoring, reporting and ideally targets for waste, embodied carbon, and the circularity of materials in relevant applications – particularly in the construction sector.

Ultimately fiscal measures should be introduced that make the most polluting activities expensive and the less polluting activities cheaper (e.g., landfill tax, plastic bag levy, carbon taxes etc). These alongside schemes that making re-use easier and more financially attractive e.g., kerbside deposit return schemes, will accelerate behaviour change and help facilitate the circular economy.

Q17: Do you agree that we should develop a green innovation challenge fund? If so, what scale and type of innovative projects should this support?

Yes, we support the proposal for a Green Innovation Challenge Fund and to utilise Phase 2 of the £850 million funding for City Deals to develop collaborative clean energy projects with local councils, bringing together key stakeholders to develop feasible proposals that align with net zero energy.

We suggest a methodology is developed to target the available funds towards the most carbon intensive and 'hard to abate' sectors first e.g., transport and energy in buildings.

Q18: Do you believe that we should work with the Utility Regulator to review how energy regulation can facilitate a green recovery and green innovation? If so, how can this be done in a way which protects consumers from the higher risks associated with innovation projects?

Yes, the Utility Regulator's current legislative remit to regulate fossil fuel-based utilities (including gas) must be revised in light of the net zero carbon target. Support for and regulation of fossil fuel industries must end. The Utility Regulator will need to take on new regulatory roles in support of the Energy Strategy and the net zero carbon energy target. Close engagement with the Consumer Council throughout this process will help ensure consumer rights are protected and vulnerable groups are not exploited.

Q19: Do you agree with a focus on research mapping, research funding, business linkages and UK opportunity scanning to maximise the impact of the local research base with clean energy specialisms? Please identify specific opportunities in the local research base that could be progressed.

Q20: Do you believe that utilising and tailoring existing education and training routes can meet the short-term skills needs of the clean energy sector? How can activities within these routes be shaped to meet the needs of the sector?

Yes, we recommend this is done in close consultation with the Higher Education sector and existing industry bodies such as the Passive House Association of Ireland. The higher education sector is already working collaboratively on green jobs and skills, tailoring existing course materials, developing new courses, and sharing learning across the sector through existing forums.

Q21: Do you agree with the proposal to establish an Energy Skills Forum to shape the future skills needs of clean energy sector? If so, what do you believe the role, remit, and membership of such a group should be? If not, what alternative routes are there to provide this role?

Yes, this is a task that the independent energy body can review and make recommendations on.

Q22: Do you believe that there is a need for specific measures aimed at ensuring a just transition in Northern Ireland? If so, please advise on what the focus of these should be in addition to the education and training routes already proposed for a low carbon workforce.

Yes. One of the greatest challenges is to ensure the energy transition does not deepen pre-existing social inequalities. The economic burden of the transition should be weighted towards the most polluting industries and manufacturers, not consumers.

To ensure a just transition, measures to accelerate a green energy transition should also:

- support jobs and growth of jobs that are environmentally and socially sustainably
- create work that is high value, fair and sustainable
- reduce inequality as far as possible
- help reduce poverty and derivations of poverty such as fuel poverty

Specific measures that support a just transition include:

- using the polluter pays principle when introducing carbon taxes and ensure population-wide green taxes are differentiated according to income bracket
- targeting fabric-first energy efficiency measures and financial support to vulnerable groups to offset any increase in fuel costs brought about by the introduction of carbon taxes e.g. winter fuel payments
- bringing forward a national green buildings scheme with grants to unleash a retrofit revolution tying minimum energy efficiency requirements onto grants and loans for renovation work
- raising building regulations to increase demand for green building materials and services
- introducing minimum EPC bands for landlords renting properties to tenants

Do More With Less

Q23: Do you agree that an energy savings target should be set for Northern Ireland?

Yes, this should meet and ideally exceed targets already set in Scotland, England and Wales given the acute fuel poverty situation in Northern Ireland.

Q24: Do you agree that Minimum Energy Efficiency Standards should be set to drive improvements in energy efficiency? If so, what buildings should be the early priorities for introducing minimum standards?

Yes. Early priorities should include public sector buildings, social housing, and the Private Rented Sector (PRS). PRS properties tend to be occupied by lower-income groups and are restricted in their ability to make energy efficiency improvements to the property themselves yet are responsible for the utility bills.

Q25: Do you agree with the general scale and proposed pace of change outlined in the five phase plan for building regulations? If not, please outline what achievable timescale or programme should be implemented and your rationale for this.

No, the approach could be accelerated and streamlined as follows:

Phase 1 - interim uplift during 2021/22 to bring NI in line with where other regions of the UK are planning to be in 2021/22, essentially leapfrogging phase 1 and going straight to the levels currently proposed under phase 2. This would make up for valuable lost time and recognises the fact that the technologies and skills already exist to meet the requirements being proposed elsewhere in the UK.

Phase 2 – would be a consultation followed by an uplift in 2026/27 to consider the 'Future Homes and Future Buildings' standards (or its equivalent in other regions of the UK).

Phase 3 – a further review in 2029/30. This would review the position and consider issues that have not been addressed in previous phases.

Q26. Do you think that we should seek to explore how the rates system can be used to encourage energy efficiency? If so, please outline key issues that would need to be considered.

Yes. Homeowners that invest in energy-efficiency measures should receive incentives to do so, such as a reduction in rates and potentially also stamp duty. To prevent an absolute reduction in rates levels, those who do not invest in energy-efficiency could be asked to pay an uplift in their annual rates bill (or stamp duty). Taxes could be tied to energy performance, using accurate data.

There are concerns about the accuracy of EPCs as they are based on theoretical energy performance and do not consider measures installed post-construction. Income generated through rates incentives could be ring-fenced for green retrofit schemes, administered by local councils.

Q27: Do you agree that we should introduce a pilot domestic retrofit scheme by spring 2022, followed by a substantive scheme as part of a "one stop shop" approach? If so, what changes are needed to the wider energy efficiency support landscape to ensure a joined-up approach?

Yes. There should be a single scheme operated by a trusted local provider, with separate support packages for priority groups (the clinically vulnerable and fuel poor) and non-priority groups.

The scheme could be an extension of the Affordable Warmth Scheme, which already refers vulnerable residents to grants and support for energy efficiency improvements, utilising the existing experience and networks of environmental health officers in councils and other delivery bodies.

There should be a single communication campaign or brand, with simple messages and an easy sign-up process. There must be robust quality assurance standards in place to prevent rogue traders installing insulation in properties where it is not appropriate, or buildings without the appropriate levels of ventilation.

On top of a dedicated green homes grant scheme, green finance in the form of low-interest loans should be available for larger works or more expensive measures. Energy efficiency requirements can be tied into loans for home renovations and extensions, and can be either provided by Banks or by government e.g., a government backed green savings bond.

VAT for repair and renovation of buildings should be zero-rated, as an incentive for people to retrofit their homes, rather than replacing them.

Q28: Do you agree that we should ring-fence the PSO funding for vulnerable consumers including the fuel poor? If so, do you believe the PSO for energy efficiency should be increased to provide additional funding for this group?

Yes, 100% of PSO funding should be ring fenced for vulnerable customers.

The level of funding available for vulnerable groups should be raised if possible, and criteria should be extended to include vulnerable groups (people over 70, or with a health condition or disability) as well as low-income groups into a single scheme.

The funding will have to come from somewhere. Currently PSO is only collected from electricity bills. Very little tax is collected on home heating fuels such as oil. VAT is charged at 5% for home heating fuels instead of the usual 20% fuel duty. This essentially subsidises gas and oil and therefore hampers the transition to cleaner fuel sources. The VAT rate is also unfair, because it benefits the wealthy who tend to use more fuel. By increasing fuel VAT, the proceeds could be ring fenced to insulate the homes of the poor and provide rebates if necessary, making sure they are not unfairly affected by the levy.

Q29: Do you believe that green private finance solutions have a role to play in supporting domestic consumers to invest in energy efficiency? If so, what specific green finance solutions should be explored?

Yes, private finance will play an important role, and we agree with the suggestions in the consultation.

Additionally, government grants and loans can be established from the revenue raised from carbon taxes, fuel duty, energy company obligations, stamp duty incentives, rates incentives etc.

Q30: Do you agree that Invest NI should deliver a pilot energy efficiency support scheme for businesses, to be followed by a substantive scheme delivered through the proposed "one stop shop" organisation. If so, what type of support do you believe is most appropriate for different groups of business consumers?

Yes, however we have concerns that Invest NI tend to work with only larger businesses, which has meant that SMEs and microbusinesses have not had any access to support in the past. This gap needs to be resolved.

The initial support should be free (e.g., energy or environmental audit) and commensurate to the organisation's size and the nature of its energy demands. There could be different packages of support for small, medium, and large organisations.

Q31: Do you believe that green private finance solutions have a role to play in supporting non-domestic consumers to invest in energy efficiency? If so, what specific green finance solutions should be explored?

Yes. There should be an accessible form of green finance which aims to improve energy efficiency, reduce carbon emissions, and lower energy bills on the public sector estate – providing short term benefits to the public purse. This could mirror Salix Finance in Great Britain, which operates as a non-departmental public body.

Q32: Do you agree that we should seek to develop skills and capability, enhance quality assurance and standards, and use an accreditation body to provide guarantees on work undertaken by the energy services for retrofit sector? If so, how can we help to prepare the sector for these changes?

Yes, through close consultation with the higher education sector and trade bodies to upskill the existing labour force and broaden the remit of existing trading standards bodies to include retrofit works and services. The proposed independent energy body can provide technical support and oversight.

Q33: Do you agree that information, awareness, and behavioural change should be a key strand of future energy efficiency support? If so, what are the key behaviours that should be targeted?

Yes. The first step in behaviour change is awareness. Behaviour change can also be stimulated through price incentives (e.g., time of use tariffs, rates rebates etc) and awareness, through the roll out of smart technologies (smart meters, smart heating controls etc.)

Q34: What measures do you think can have the most impact to support people to reduce the miles they travel in private vehicles? Please explain your rationale.

Access to alternative modes of travel is key when looking at strategies to reduce private vehicle miles.

The positioning of new homes in relation to public and active travel networks as well as proximity to local amenities (connectivity) is important to prevent locking in households to private car use.

Every home in Northern Ireland should have access to reliable broadband for home working and employers should encourage agile and flexible home working policies.

There needs to be a reliable and integrated regional public transport system with more local bus and train services, and access to safe active travel infrastructure that links homes to places of work and education. These will all have an impact on reducing the number of journeys by private car.

Replace Fossil Fuels With Indigenous Renewables

Q35: Do you agree with setting a 70% renewable electricity target by 2030, whilst retaining the flexibility to increase this to 80%?

No, the target should be more ambitious.

There should be an 80% zero-carbon renewable electricity target by 2030. Ireland has a long coastline compared to its land area, with a plentiful supply of offshore wind energy available. With policies and market incentives to scale up offshore wind and solar energy, 80% of our electricity needs can be met by zero-carbon renewable technologies that already exist today.

For renewable energy production to be environmentally sound, it must replace and reduce the production of fossil fuel derived energy as well as take the total environmental impacts of the new projects into consideration. The key to ensure minimal consequences for the planet is thorough knowledge and a comprehensive planning process.

It is important that the definition of 'renewable electricity' includes a requirement that the power must come from renewable net zero carbon sources, and that a mechanism exists to prioritise technologies with the lowest carbon intensity. Combustion of renewable biomass, biogas, and landfill gas all release carbon dioxide into the atmosphere (without carbon capture, utilisation and storage which doesn't currently exist). While proponents of these fuels argue that carbon emissions are offset through carbon sequestration of the biogenic material that produces the fuel, opponents argue there is a net negative impact on the environment overall as land is set aside or converted for fuel generation that could otherwise be used for food production or as habitats for wildlife.

Power is, however, only responsible for 16% of total energy consumption in Northern Ireland. This means there must also be a broader renewable target for all energy consumption. We recommend that renewable energy generation should account for at least 50% of energy demand across electricity, heat, and transport by 2030 – matching Scotland's target.

Q36: Do you agree with the criteria outlined to consider any future increases in the renewable electricity target?

- Projects can be delivered in a cost-effective manner.
- Offshore wind can be delivered by 2030.
- Storage technologies can minimise system curtailment of renewables.
- Greater clarity on electricity demand for heating and transport.
- Consumers' bills are not disproportionately impacted.

If not, what alternative criteria might be used?

Yes

Q37: Do you agree that we should explore with BEIS the possibility of extending the Contracts for Difference scheme to Northern Ireland? If so, what terms would be needed to ensure generation in the region whilst protecting consumers?

Yes

Q38: Do you believe it is possible that an offshore wind project in Northern Ireland could be operational before 2030? If so, please outline what targeted actions could be taken to deliver this.

Yes. Offshore wind farms, with both floating and seabed-mounted turbines, hold vast potential as a sustainable energy source and as a contributor to the shift from fossil fuels to renewables. Whilst all energy projects affect nature to some degree, proper planning and mitigation measures must be in place to construct offshore wind farms without significantly damaging the environment.

The first step towards achieving an offshore wind project in Northern Ireland is to develop a Sectoral Marine Plan for Offshore Wind Energy to identify the most sustainable options for the future development of commercial-scale offshore wind energy, supported by detailed assessments of the potential environmental, social, and economic impacts. This is likely to begin with initial scoping work to identify Areas of Search and the statutory assessment criteria for this. Once the sectoral marine planning process is agreed, NI would be able to run a leasing round for commercial-scale offshore wind energy, as Scotland and England have done.

Q39: Do you believe that a fixed platform offshore wind project should be targeted to be part of the renewable generation mix? If so, how would you propose some of the challenges associated could be overcome?

Choices about which specific form of offshore wind will depend on NI's unique geology, as well as a full economic, social, and environmental appraisal to identify the most sustainable option.

Q40: Do you believe that floating platform offshore wind offers the best long-term opportunities for offshore wind in Northern Ireland's waters? If so, what additional steps could be taken to encourage these projects?

We note that Scotland has already demonstrated a floating wind farm at Hywind, which was the first in the world.

Floating wind projects offer higher load factors and a may offer a better Levelised Cost of Energy (LCoE) and potentially lower environmental impact than fixed ones. By the middle of the decade, floating offshore wind may be more commercially viable due to increased take up of the technology around the world.

Ultimately, choices about which form of offshore wind projects to pursue will require economic, social, and environmental appraisals to identify the most sustainable option.

Q41: Do you believe that other marine renewables can play a key role in our renewable generation mix? If so, please identify what technologies offer the greatest potential and what steps can be taken to support these.

Q42: Do you agree that a strategic approach to planning the location of renewable projects should be taken? If so, please outline practical steps that could be taken to deliver this.

Yes, see earlier comments about developing a Marine Plan for offshore renewable energy.

There should be a similar strategy for onshore renewable development, and greater powers for local authorities that integrate energy planning and spatial planning. This would enable the development of area-based Energy Masterplans, linked to Local Development Plans, so that councils can develop strategies for district heating and other community scale energy infrastructure. Sites should be selected to minimise any potential negative impacts on communities and wildlife.

Councils could set targets for renewable energy generation in their areas and use the planning system to support the achievement of these targets. The proposed independent energy body could support this, through a dedicated local authority support programme.

Q43: Do you believe that there should be a requirement for renewable developers to share some of the financial benefits of developments with local communities? If so, what share do you think would be reasonable? If not, please provide your rationale.

Yes. Ideally there would be an opportunity for communities to invest in large-scale private sector led renewable developments, through mandatory community share offers, which would help secure public approval and return an economic benefit to the local community.

There should also be minimum obligations on renewable developers to contribute a proportion of their profits (e.g., 10%) to an annual Community Fund which is distributed to local community and not for profit groups for projects with a focus on energy efficiency and sustainability.

Q44: Do you agree with taking separate approaches to on-gas grid and off-gas grid consumers? If not, what approach should be taken?

No. The approach should be to fully explore and utilise the most cost effective and least carbon intensive forms of heating first. Taking a separate approach to on-gas grid consumers will mean a tendency to lean towards gas-based technologies just because the infrastructure is there, which may not always be the optimal solution in terms of environmental impact and cost.

There is a strong emphasis in the Consultation on gas, and very little emphasis on shallow and deep geothermal energy, which should be explored further and given greater weighting.

Q45: Do you agree that we should not rule out potential low and zero carbon heat solutions at this stage? If not, please outline your rationale.

Yes, due to the rate and scale of innovation in this area globally and locally. Less mature, zero carbon heat solutions should not be ruled out, in fact they should be prioritised for trialling to understand more about their potential applications.

Q46: What low and zero carbon heat solutions do you believe we should prioritise for trials? Please identify where such trials should be focused and what key issues should be tested within each.

Shallow geothermal (heat pumps) should be trialled in rural areas, on a range of housing archetypes.

Deep geothermal should be trialled as part of an urban district heat network.

Biogas should be trialled on farms and other rural community buildings, to reduce transportation of fuels and promote circularity.

Q47: Do you believe that the role of heat pumps should be different depending on whether consumers are on or off the gas grid? Please outline what you think the specific roles should be.

No, decisions should be based on the merits of individual technology in specific locations, and not be determined by the existence of gas infrastructure that pre-dates our climate targets.

Q48: Do you agree that Northern Ireland should develop a pilot grant scheme to support low carbon heat technologies for domestic and small non-domestic consumers? If so, please identify key issues that need to be considered in designing and delivering such a scheme.

Yes

Q49: Do you agree that legislative and regulatory steps should be taken to facilitate biomethane injection into the gas network?

No. Heat pumps have been identified by the Committee on Climate Change as the primary technology for decarbonising heat. Biomethane and biomass should only be prioritised in buildings where a heat pump is not feasible. Therefore, we have concerns if steps are taken to legislate for and regulate the industry, the government will be facilitating a 'one size fits all' for on-grid properties.

Whether or not biomethane is a net zero carbon process depends on the source of the biomass. It is important that we prioritise investment in the greenest forms of heating, not just 'greener' forms.

There is also a danger if a close link is established between biogas 'fed' by food waste and organic farm waste, there will be a market incentive to increase waste from these sources to meet demand for fuel – which would have a net negative impact on the environment.

If cleaner forms of renewable heat exist, there should not be state regulation to support a fuel type that is not considered as green as other heat sources.

Q50: Do you believe that support should be provided to encourage biomethane production for injection into the gas network? If not, please outline what alternative approach should be taken to decarbonising the gas network.

No, although biogas may have short term benefits by preventing direct methane emissions from biogenic processes, and creating a circular economy for existing waste biomaterials, it may inadvertently create a market that incentivises waste production, which will consume precious natural resources and land that could otherwise be used for food production (cereals and crops) or to provide habitats for wildlife.

Q51: Do you agree that the local Gas Network Operators should develop and publish a plan to decarbonise gas out to 2050? If so, what key issues must be considered within it?

Yes. The methodology must include a review of the carbon intensity of alternative fuels and technologies, as well as wider environmental impacts.

Q52: Do you believe that on-gas grid consumers should have the option to retain oil boilers for use with biofuels? If not, what is a viable timeline for introducing a ban on oil boilers for on-grid consumers?

Yes. Due to fuel poverty concerns, we do not believe a ban on existing fossil fuel boilers is fair. However, government must encourage consumers to convert traditional oil and gas boilers to zero-carbon forms of heating using grants or incentives alongside or after measures for insulating homes are introduced.

Q53: Do you believe that off-gas grid consumers should have the option to retain oil boilers for use with biofuels? If not, what is a viable timeline for introducing a ban on oil boilers for off-grid consumers?

Yes. Due to fuel poverty concerns, we do not believe a ban on existing fossil fuel boilers is fair. However, government must encourage consumers to convert traditional oil and gas boilers to zero-carbon forms of heating using grants or incentives alongside or after measures for insulating homes are introduced.

Q54: Do you agree that the local Oil Industry should develop and publish a plan on how biofuels could play a role in decarbonising heat out to 2050? If so, what key issues must be considered within it?

Yes. The methodology must include a review of the carbon intensity of alternative fuels and technologies, as well as wider environmental impacts.

Q55: Do you believe that support should be introduced to promote the uptake of biomass for off-grid consumers? If so, please advise on what support is needed and where it should be focused.

The Committee on Climate Change says that the UK government should end most support for biomass burned for heat, except in niche applications, such as remote or hard to heat homes where no other option is viable. If any support is introduced, it should be targeted to these applications, in line with the CCC recommendation.

Q56: Do you agree that the sale of coal and wet wood should be banned in Northern Ireland? If so, do you believe this should be extended to include other solid fuels with the exception of kiln dried wood?

Yes, provided adequate support is provided to households in fuel poverty who rely on open fires in winter.

Q57: Do you agree that we should develop a Northern Ireland specific strategy that sets an overarching, long term plan for cleaner, greener transport and shows how we will meet net zero emissions within the transport sector? If so, what Northern Ireland specific issues need to be factored into this to accelerate the uptake of Zero Emissions Vehicles?

Yes. The strategy must consider challenges including our rural settlement pattern, high car dependency and limited access to public and active transport in rural parts of the province.

Public spending on roads currently dwarfs spending on public transport and active travel. This trend needs to be reversed, as evidence shows that widening and improving roads only serves to increase the number of journeys by cars.

Q58: Do you agree that an EV communication campaign should be run in Northern Ireland? If so, what key messages would be most impactful for consumers as part of this?

Yes, clear and consistent messages that communicate the cost savings and benefits of EVs over petrol and diesel vehicles may help instill consumer confidence in the technology and will accelerate growth in the market, alongside improvements in public charging infrastructure.

Q59: Do you agree that the private sector and local government have a key role to play in developing EV infrastructure? If so, what barriers can government address to ensure that such projects are commercially viable?

Yes. Government has overall responsibility for roads and pavements and so must ensure that any projects led by the private sector in partnership with local government do not encounter legal barriers that could jeopardise progress. For example, provision of legal assurance to Charge Point Operators that EV charge points will not be moved for a stipulated time, to ensure the project is commercially viable for the private sector. Also, the Department must ensure parking enforcement measures will be provided, if necessary.

Q60: Do you agree that we should develop an EV Charging Infrastructure Plan in collaboration with public and private partners? If so, what should the key priorities of the plan be?

Yes. A first step should be the establishment of a private public EV consortium to enable a collaborative and strategic approach to the roll out of EV charging infrastructure across Northern Ireland. The Consortium can help identify barriers and potential enablers to accelerate EV charge point roll out. The plan should identify ways of scaling up capacity in local councils on sustainable transport matters. Shared project management or 'wrap-around' support could go a long way in helping councils deliver on the aims of the EV Charging Infrastructure Plan and NI Sustainable Transport Strategy.

Q61: Do you agree that public sector contracts can be a key driver for developing technologies and markets for alternative fuel vehicles? If so, what specific opportunities are there that could be progressed?

Yes

Q62: Do you agree that collaborative research will be important to demonstrate alternative fuels? If so, what are the best routes to identify and progress potential projects?

Q63: Do you believe that Compressed Natural Gas, Liquid Natural Gas and/or synthetic fuels can play a role as an interim measure to decarbonising transport? If so, how can government help to encourage the private sector to trial and use these fuels?

No, the Committee on Climate Change says that biofuels should no longer be blended into fuel for cars and vans from the 2030s. Industry should be encouraged to 'leapfrog' to zero carbon fuel sources.

Q64: Do you believe that CCUS can play a role in Northern Ireland? If so, what potential applications could be the initial focus for demonstration projects?

Yes, CCUS is widely expected to play a role in mitigating against climate change and helping countries reach their carbon reduction targets. This is because CCUS reduces the release of CO₂ from large emission sources across several sectors (electricity, heating, industry, and transport) into the atmosphere. CCUS also creates potential for CO₂ to be re-used, for instance to generate low-carbon power, aid industrial processes and make new products.

However, despite Carbon Capture and Storage being considered a relevant technology for the decarbonisation of the economy, at May 2021 there are no operational CCUS sites in the UK. Key barriers to the deployment of CCUS include high infrastructure costs, lack of commercial viability, and concerns around safety. Therefore technologies that rely on CCUS should be treated with caution, until the solution is fully market-ready.

Q65: Do you believe that our approach to petroleum licensing should change in line with our commitment to decarbonise energy?

Yes, petroleum licensing should stop. There should be a ban on all fossil fuel extraction and processing in Northern Ireland and the Petroleum (licencing) Act (Northern Ireland) 1964 should be updated to reflect this.

Create a Flexible and Integrated Energy System

Q66: Do you agree that the Electricity Network Operators should produce a pathway to creating a flexible and integrated energy system? If so, please provide evidence to demonstrate what the initial priorities of such a plan be?

Q67: Do you agree that conventional power generation can play an important role in the pathway to decarbonised energy? If so, what opportunities and barriers exist for such plants?

Whilst they will have a role in maintaining system stability and security of supply as we phase in renewable and low and zero carbon technologies, we disagree with the statement that they play an 'important' role in the pathway to decarbonised energy.

It is important that the Energy Strategy demonstrates that government is committed to phasing out fossil fuels completely and provides clarity that the grid must be net-zero by 2050, with an ambitious interim target for 2030, so that power stations are in no doubt about the direction of the energy market.

Q68: Do you believe that further interconnection will be needed in the future? If so, is a new revenue mechanism needed to bring forward this investment?

Q69: Do you agree that our power system should be based around flexible solutions to align demand and supply? If so, please advise on what key decisions are needed to achieve this.

Yes, we support a highly integrated grid that favours flexibility and performance over cost and uses smart technology and big data to align demand and supply.

Q70: Do you believe that the SEM and DS3 offer sufficient market routes to support the deployment of flexible technologies for generators of all sizes? If not, please provide evidence to demonstrate what additional market routes may be needed.

Q71: Do you agree that a policy framework should be put in place to enhance access to and use of consumer data? If so, please outline key considerations that need to be factored into this framework.

Q72: Do you believe that we should take forward the Energy Data Taskforce recommendations in Northern Ireland? If so, please advise on key differences with Great Britain that need to be factored in.

Q73: Do you agree that a Cost Benefit Analysis of smart meters should consider the broader benefits they can bring to consumers as an enabler of energy data and a smart system? If the CBA for smart meters is not positive, what alternative approaches can be taken to deliver these benefits for consumers?

Q74: Do you believe that financial support should be provided for micro-generation to increase the number of active consumers in Northern Ireland? If so, what should this support look like? If not, what are the alternatives?

Yes, an evolution of the NIRO scheme will be needed to incentivise early adoption of small-scale micro generation, by paying producers for any electricity exported to the grid. Payment rates could be varied to incentivise non-intermittent or 'dispatchable' renewable electricity generation such as dammed hydroelectricity, biomass, or geothermal power.

Q75: Do you agree that network charging in a decentralised energy system will need to change? If so, what are the principles that should be adopted in distributing future network costs across consumers?

Q76: Do you agree that a new regulatory framework is needed to protect consumers who engage in decentralised arrangements? If so, what consumer protection measures should be part of this?

Q77: Do you believe that energy communities have a role to play as part of the energy transition? If so, what support is needed to progress these? If not, what are the alternatives?

We believe energy communities have a significant role to play in the energy transition and call on government to create an enabling environment for the growth of community energy in Northern Ireland through the adoption of a community energy definition; the recognition of the additional economic, environmental, societal and educational benefits of community energy, and to ensure the Energy Strategy has a strong focus on enabling citizens to develop, own and operate community energy projects in their entirety.

We suggest the Department for the Economy adopts the following priorities:

1. Provide a policy to support growth in community energy with a complementary investment strategy, as part of the Northern Ireland Energy Strategy
2. Set ambitious targets for community energy development and growth, in line with the other parts of the UK
3. Invest in and resource a locally operated community energy development body, to support the development and growth of community energy enterprises and initiatives

We also call on the Department of the Economy to:

- Provide support for a Community Energy Enterprise Programme for the lifespan of the Energy Strategy
- Develop financial mechanisms to secure and support the growth of community owned renewable energy production and sales for the long-term (Community ROCs, Feed-in-Tariffs etc)
- Promote interdepartmental support and policy alignment to facilitate the growth of Community Energy enterprises and initiatives.

Q78: Do you agree that the potential of geothermal energy should be further explored, supported by a legislative and regulatory framework? If so, what applications do believe there are for geothermal energy in Northern Ireland?

Yes.

Deep Geothermal

Deep geothermal well systems should be considered as a suitable renewable energy alternative in Northern Ireland. A Deep Geothermal Review Study carried out by Atkins for the Department for Energy and Climate Change also noted "suitable strata for geothermal power have been identified in Northern Ireland". Furthermore, evidence by GT Energy suggested "Northern Ireland has an elevated Geothermal Gradient identified in a number of boreholes that is comparable to other regions of Europe" (Pasquall R. 2010). The Mourne Mountains has a naturally occurring radioactive granite that reaches depths of 5 to 6 km and offers the highest rate of heat production in Ireland due to the radioactivity of samples taken in one study (Ture, 2016)

Shallow Geothermal

The use of shallow geothermal energy increasingly receives attention as a suitable alternative to fossil fuel-based space heating and cooling, warm water provision, as well as for seasonal heat storage. Shallow geothermal abstraction and reinjection well schemes are suitable in conjunction with ground source heat pumps for building heating and cooling and are compatible with small, medium, and large-scale district heating schemes. This type of scheme was recently commissioned in Queen's University's School of Biological Sciences (new building) to cool 14 lab rooms. The Lyric Theatre also uses a similar shallow geothermal system to cool the auditorium, however the water down stream of the plate heat exchanger is pumped into the Lagan instead of an injection well. There should be further research into the impacts of this technology on groundwater temperatures and freshwater ecosystems.

Next steps

The government must show strategic leadership in the geothermal sector and set in the motion the legislation necessary for commercial development of geothermal resources. A geothermal well in an area of high geothermal potential should be completed to develop a flagship demonstration project in Northern Ireland. Government support and private sector investment will be required to achieve this. Key to accelerating the geothermal share of heat demand includes an attractive feed in tariff, project insurance and an open data policy to facilitate information sharing and learning.

Potential applications of geothermal heat include:

Community heat networks – an assessment should be carried out of the most suitable locations for a geothermal heat networks based on geology, demand, location, scalability, risk etc.

Agriculture- geothermal energy can be used for any processes where large scale heating or cooling is required such as milk pasteurisation, food processing, or large scale greenhouse horticulture projects that grow fruit and vegetables associated with warmer climates such as blueberries or avocados

Alcohol breweries - the brewery industry in Northern Ireland is thriving. The brewing process requires high temperature heat energy, which can be supplied by geothermal energy.

Q79: Do you agree that further trials of heat networks should be carried out? If so, what key issues do you think should be tested through these?

The first step towards strategic decentralised energy planning across Northern Ireland is the development of a Heat Map, to reveal opportunities for the development of heat networks in the region. Detailed feasibility studies are necessary to investigate linking supply (e.g., Combined Heat and Power CHP generation) with demand (e.g., housing developments or public amenity buildings), followed by the development of long-term planning policies to support heat networks, particularly with a view to connect new housing developments to those networks.

Trials are necessary alongside regulatory change, to understand the technical and commercial elements needed to deliver heat networks. Demonstration projects should test different scales e.g., micro-generation technologies up to industrial scale heat generation transmitted in large-scale heat networks. Trials should test different kinds of heat sources, funding models, and levels of rurality.

The Department may wish to trial blending energy sources, whereby several technologies are used within a single energy centre to ensure efficient and reliable operation across a range of heat demands. The heat supply sources will affect the economics and carbon intensity of the heat networks, so this is an important area to research.

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

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

For decision For noting only

1.0	Purpose and Background
1.1	To note the report from the Sustainability & Climate Change Forum which took place on Thursday 20 th May 2021. To consider and agree to approve the actions in the attached Action Sheet.
2.0	Key issues
2.1	The actions arising from the meeting are attached 'SCCF Action Sheet 20 May 2021' in Appendix I.
3.0	Recommendations
3.1	Consider and agree to approve the actions in the attached Action Sheet.
4.0	Resource implications
4.1	None
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i> It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/>
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i>

	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p>Due regard to Rural Needs (please tick all that apply)</p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p>Appendices</p> <p>Appendix I: SCCF Action Sheet 20 May 2021</p>
8.0	<p>Background Documents</p> <p>None</p>

Sustainability and Climate Change Standing Forum

Thursday 20th May 2021 at 3.00pm via Teams

Councillors present: Cllr Andrews, Cllr Burgess, Cllr Tinnelly, Cllr Enright, Cllr Clarke, Cllr Mason, Cllr Taylor, Cllr Curran.

Chaired by Councillor Clarke

Officers present: E Devlin, S. McEldowney, M Lipsett, J McBride

Apologies for non-attendance: Cllr Owens

No declarations of interest.

Agenda Item Number	Subject	Agreed way forward (if matter requires Committee/Council approval, a separate Report should be compiled and submitted to Committee)	Lead Officer	Actions taken/Progress to date	Remove from Action Sheet Y/N
3.0	Review Actions SCCF 18 Feb 2021	S McEldowney reviewed the actions from SCCF held on 18 Feb 2021. Cllr Enright forwarded contact details for Strangford Community Group involved in Sustainable Village Planning application. Group to be invited to present at the September SCCF meeting. NSD Ground Maintenance Section to update at September SCCF on Tree Strategy & Rewilding works.	S. McEldowney J. McBride	Noted In-Progress In-progress	Y N N

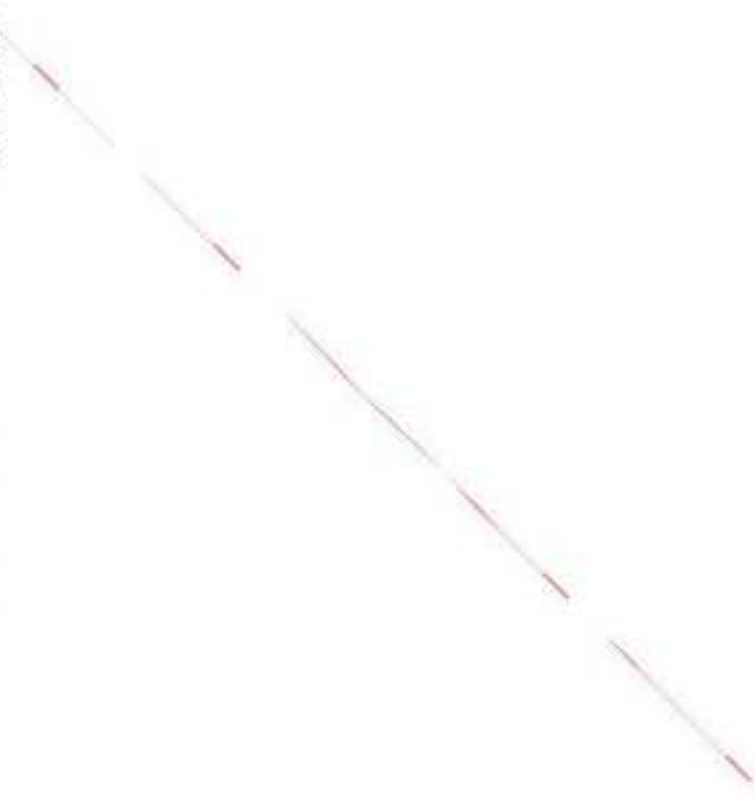
4.0	Sustainability Update	<p>Cllr Enright requested that as part of the site visits to Tyrella Beach, to be organised by ERT as an action form Feb SCCF, a visit to Ballyhorman Beach should also be included to demonstrate the successful beach magnagement that site.</p> <p>Ms McEldowney provided an update on sustainability work carried out over the past number of months.</p> <p>Cllr Tinnelly requested that the 'Hay Meadow' in Kilbroney park is considered as possible site for wildflower planting.</p> <p>Cllr Mason requested an up to date list be circulated of sites that have been 'rewilded' by Council.</p> <p>Ms McEldowney to circulate minutes of the All Party Group on Climate Change to Members.</p> <p>Currently 2 consultations are out for comments.</p>	S. McEldowney	In-progress	Y
			J. McBride	In - Progress	N
			S. McEldowney	In - Progress	N
			S. McEldowney	Noted	Y

		<p>1. Consultation on Energy in relation to Electricity. Closes 14th June 2021. Planning to lead on this.</p> <p>2. Department of Economy – Policy Strategy Options Consultation closes 30 June 2021. AHC to prepare response.</p> <p>Clr Tinnelly advised of presentation that was made to Council by East Coast Off Shore Farm. Clr Tinnelly requested a copy of the presentation is shared with SCCF Members.</p>	<p>S McEldowney</p> <p>S McEldowney</p> <p>S McEldowney</p>	<p>Noted</p> <p>In-progress</p> <p>In-progress</p>	<p>Y</p> <p>Y</p> <p>N</p>
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5.0	Request from Cllr Mason for Presentation by Joseph Ireland, QUB on 'GeoThermal Energy' at future SCCF.	It was agreed to ask Joe Ireland from Queen's University, Belfast to present on his work at the November SCCF.	S. McEldowney	In-progress	N
6.0	AOB	Cllr Enright advised he had raised at SFWG that the opportunity to 'maximise jobs from an electrified economy' should be included within the 2021/2022 Draft Performance Improvement Plan. After discussion it was agreed that this was a matter for the S P & R Committee.		Noted	Y

7.0	Date of next meeting	Thursday 16 September 2021	S. McEldowney	Noted.	Y

Signed: _____ Lead Officer



Report to:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	Ship Sanitation Inspection Charges
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director of Health and Wellbeing
Contact Officer (Including Job Title):	Sinead Murphy Head of Environmental Health (Commercial)

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

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background																																				
1.1	To consider and agree to implementing the new pricing structure (2021/22) for charging for the issuing of Ship Sanitation Exemption and Control Certificates from 1 April 2021.																																				
2.0	Key issues																																				
2.1	<p>Newry, Mourne and Down District Council are a Corporate Member of The Association of Port Health Authorities (APHA).</p> <p>APHA has recommended that all members institute a standard charging regime for the issue of Ship Sanitation Exemption and Ship Sanitation Control Certificates.</p> <p>The revised charges for 2021/22 are as follows:</p> <table border="1"> <thead> <tr> <th>Gross tonnage of vessel</th> <th>Previous Charge (£)</th> <th>New Charge (£)</th> </tr> </thead> <tbody> <tr> <td>1,000</td> <td>100</td> <td>105</td> </tr> <tr> <td>1,001-3,000</td> <td>135</td> <td>140</td> </tr> <tr> <td>3,001-10,000</td> <td>205</td> <td>210</td> </tr> <tr> <td>10,001-20,000</td> <td>265</td> <td>270</td> </tr> <tr> <td>20,001-30,000</td> <td>340</td> <td>345</td> </tr> <tr> <td>Over 30,000</td> <td>400</td> <td>405</td> </tr> <tr> <td>Vessels 50-1000 persons</td> <td>400</td> <td>405</td> </tr> <tr> <td>Vessels 1000+ persons</td> <td>680</td> <td>690</td> </tr> <tr> <td>Extension</td> <td>70</td> <td>75</td> </tr> <tr> <td>Water sample (legionella test)</td> <td>100</td> <td>100</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Gross tonnage of vessel	Previous Charge (£)	New Charge (£)	1,000	100	105	1,001-3,000	135	140	3,001-10,000	205	210	10,001-20,000	265	270	20,001-30,000	340	345	Over 30,000	400	405	Vessels 50-1000 persons	400	405	Vessels 1000+ persons	680	690	Extension	70	75	Water sample (legionella test)	100	100			
Gross tonnage of vessel	Previous Charge (£)	New Charge (£)																																			
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	The legal basis for charging is detailed within Regulation (EU) 2017/625 on official controls and other official activities performed to ensure the application of food and feed law.
3.0	Recommendations
3.1	The committee agrees to implementing the new charging regime with effect from 1 April 2021.
4.0	Resource implications
4.1	None
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
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6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
7.0	Appendices
	None
8.0	Background Documents
	<p>The Association of Port Health Authorities publish the recommended pricing structure on their website which can be accessed on</p> <p>http://www.porthalthassociation.co.uk/</p>

Report to:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	Downpatrick Neighbourhood Renewal Partnership (NRP) Report
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement

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

For decision For noting only X

1.0	Purpose and Background
1.1	<p>Purpose</p> <ul style="list-style-type: none"> To note the report. To note the attached Minutes of the Downpatrick Neighbourhood Renewal Partnership (NRP) Meeting listed in 3.1 below. <p>Background</p> <p>The attached Minutes of the Downpatrick NRP Meeting held on Wednesday 17 February 2021 are provided to update the Committee on the on-going work of Downpatrick NRP.</p>
2.0	Key issues
2.1	None.
3.0	Recommendations
3.1	<p>That the Committee:-</p> <ul style="list-style-type: none"> Note the report. Note the following Downpatrick NRP Minutes as attached: <ul style="list-style-type: none"> > Minutes of Downpatrick NRP Meeting held on Wednesday 17 February 2021, approved at Downpatrick NRP Meeting held on Tuesday 11 May 2021.
4.0	Resource implications
4.1	None.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>

5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
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7.0	<p>Appendices</p>
	<p>Appendix I: Minutes of Downpatrick NRP Meeting held on Wednesday 17 February 2021.</p>
8.0	<p>Background Documents</p>
	<p>None.</p>

Newry, Mourne and Down District Council

Action Sheet of Downpatrick Neighbourhood Renewal Partnership Meeting held on Wednesday 17th February 2021 at 16.00 via Zoom

Chairperson:

Nicholas McCrickard

County Down Rural Community Network (CDRCN)

In Attendance:

Anthony Trainor

Stream Street Residents Association (SSRA)

Cadogan Enright

Stream Street Residents Association (SSRA)

Alison McCarthy

Tosu Ur

Eamonn MacCon Midhe

Tosu Ur

Jenny Laverty

Flying Horse Ward Community Forum/CDRCN (FHWCF)

Lisa Perry

Flying Horse Ward Community Forum (FHWCF)

Donna Marks

Marian Park Community Association (MPCA)

Deborah Finlay

Model Farm Community Association (MFCA)

Mary Cahalane-Woodward

South Eastern Trust (SET)

Tatiana Seed

South Eastern Regional College (SERC)

Maria Kelly

Downpatrick Surestart

Liam Gunn

Northern Ireland Housing Executive (NIHE)

Raphael Crummy

Department for Communities

Donna Weir

Education Authority

Marcus Mac Ruairi

Naiscoil Dhún Pádraig

Council Officials:

Katrina Hynds

Technical Officer, Downpatrick NHR

Aisling Rennick

Engagement & Development Manager

Apologies:

Lorraine Coulter
Susan Casement
Dan McEvoy

South Eastern Trust (SET)
Bridge Street & Mount Crescent Community Association
Downpatrick Community Collective

ITEM	SUBJECT	DECISION	FOR COMPLETION – including actions taken/date completed or progress to date if not yet completed.
DNRP/01/2021	Apologies	Noted	
DNRP/02/2021	Declaration of Interest	Eamonn MacCon Midhe declared an interest in Item No 6 – Presentation from Naiscoil Dhún Pádraig	Noted
DNRP/03/2021	Appointment of Chair	It was agreed on the proposal of Eamonn MacCon Midhe, seconded by Lisa Perry that Nicholas McCrickard assume the position of Chair	Nicholas assumed the Chair

DNRP/04/2021	Appointment of Vice Chair	It was agreed on the proposal of Jenny Laverty, seconded by Eamonn MacCon Midhe that Lisa Perry assume the position of Vice Chair	Lisa assumed the Vice Chair
DNRP/05/2021	Actions of DNRP Meeting held on 18 th February 2020	Minutes were proposed as a true reflection by Jenny Laverty, seconded by Lisa Perry	
DNRP/06/2021	Receive Representative from Naiscoil Dhún Pádraig regarding request for funding	<p>A presentation was received by the Marcus from the Naiscoil Dhún Pádraig requesting the Partnership consider providing funding to the group to build a new preschool. A suitable site has become available at Our Lady & St Patricks Primary School.</p> <p>Raphael requested that Marcus provide DfC with a 3-5 Year Business Plan outlining proposed running costs, income, etc to establish the sustainability of the build. Plan to include breakdown of proposed costs of the build.</p>	Technical Support Officer to make contact with Naiscoil Dhún Pádraig re Business Case

		<p>Following a discussion by members it was unanimously agreed on the proposal of Lisa Perry, seconded by Cadogan Enright that the request for funding towards a new pre-school be placed on the NHR Action Plan.</p> <p>It was further agreed that due to the work already carried out on the replacement Trojan Horse proposal that it still remain the Number 1 priority on the Action Plan</p>	<p>Technical Support Officer to add to Action Plan</p> <p>Technical Support officer to continue to work on Trojan Horse</p>
<p>DNRP/07/2021</p>	<p>Request Received from Rathkeltair Community Association to be included as a member of the Downpatrick NHR Partnership</p>	<p>The Technical Support Officer advised a request was received from both the Rathkeltair Community Association (including Lisnamaul) and the Knocknashinna Residents Association to become a member of the Downpatrick NHR Partnership.</p> <p>It was unanimously agreed on the proposal of Lisa Perry, seconded by Eamonn MacCon Midhe that only community groups who represent an area fully encompassed within the Neighbourhood Renewal boundary can be considered onto the Partnership.</p>	<p>Technical Support Officer to advise Rathkeltair Community Association and Knocknashinna Residents Association of the outcome</p>

		<p>However, the areas within these Community Associations whose postcode falls within Downpatrick Neighbourhood Renewal should be included in any activities organised through NHR funding.</p> <p>It was noted that both the Rathkeiler and Knocknashinna Groups are members of Downpatrick Community Collective which would enable them to communicate effectively with the Partnership.</p> <p>It was further agreed that Marian Park continue to include residents within Lisnamaul in initiatives organised through NHR Funding.</p>	
DNRP/08/2021	Promoter's Reports	All reports noted	
DNRP/09/2021	Update on Grant received from Department for Communities for Arts, Culture & Heritage Initiatives	Update on Community Groups who were successful with funding application was noted	

The Meeting ended at 5:40pm

Report to:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	Newry Neighbourhood Renewal Partnership (NRP) Report
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement

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

For decision	For noting only	X
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1.0	Purpose and Background
1.1	<p>Purpose</p> <ul style="list-style-type: none"> To note the report. To note the attached Minutes of the Newry Neighbourhood Renewal Partnership (NRP) Meeting listed in 3.1 below. <p>Background</p> <p>The attached Minutes of the Newry NRP Meeting held on Wednesday 24 March 2021 are provided to update the Committee on the on-going work of Newry NRP.</p>
2.0	Key issues
2.1	None.
3.0	Recommendations
3.1	<p>That the Committee:-</p> <ul style="list-style-type: none"> Note the report. Note the following Newry NRP Minutes as attached: <ul style="list-style-type: none"> > Minutes of Newry NRP Meeting held on Wednesday 24 March 2021, approved at Newry NRP Meeting held on Wednesday 12 May 2021.
4.0	Resource implications
4.1	None.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>

5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
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6.0	<p>Due regard to Rural Needs (please tick all that apply)</p>
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7.0	<p>Appendices</p>
	<p>Appendix I: Minutes of Newry NRP Meeting held on Wednesday 24 March 2021.</p>
8.0	<p>Background Documents</p>
	<p>None.</p>



**Minutes of the NR Partnership held on Wednesday 24th March 2021 at 7.00pm
via Zoom**

In Attendance:

Brendan Cranney
Noreen Rice,
Karen Gracey
Ruth Allen,
Sean Mc Kevitt,
Kathleen Lowry
Patricia O’Gorman,
Joanne Mc Ateer
Dr Conor Patterson,
Maeve Mc Parland,
Collie Hanna,
Raymond Jackson,
Aisling Rennick,
Gerry Coyle,
Lesley Hamilton,
Liam Gunn,
Paula Mc Guigan,
Martin Connell

Chairperson
Meadow Armagh Road CA
Department for Communities
SHSCT
NMDDC
Greater Linenhall Area CA
Threeways CA
Threeways CA
Newry and Mourne Enterprise Agency
NMEA
Barcroft CA
Confederation of Community Groups
NMDDC
Drumalane Quayside Close CA
Southern Regional College
NIHE
Carnagat Area CA
SHSCT

Apologies:

Geraldine Merendino,
Sinead Jennings,
Catriona Regan,
Madaleine Mc Crink,
Leah King,
Bernie Mooney,
Maureen Ruddy,
Francine Ruddy

Ballybot CA
Ballybot CA
SRC
SHSCT
Threeways CA
Education Authority NI
Martins Lane CA
Martins Lane CA

Agenda

1. Welcome/apologies
2. Minutes/matters arising
3. Conflict of interest
4. Expression Of Interest
5. Programme updates
6. Community updates
7. DfC update
7. A.O.B.
8. Date of next meeting and format

ITEM	SUBJECT	DECISION	FOR ACTION – to include progress/date for completion/by whom
1.	Welcome /apologies	<p>Welcome to all members and a special welcome to Martin Connell who will be taking over the role of HR health worker in place of Madaleine McCrink who will be retiring at the end of March</p> <p>Members wish Madaleine the very best in her planned retirement.</p> <p>Apologies noted</p>	
2.	Minutes/matters arising	<p>The members offered their sincere condolences to Raymond Jackson and his family on the recent bereavement of his father.</p> <p>Peter Jackson was a well-known community volunteer/activist who helped achieve so much within his and other communities and he will be greatly missed</p>	

		<p>Sean has received all the names for the plaque</p> <p>Ruth informed the members that the Makaton training is to be delivered in the new financial year</p> <p>Minutes proposed by Noreen Rice and seconded by Patricia O’Gorman</p>	
3.	Conflict of interest	None declared	
4.	Expression of Interest	<p>Proposal from Newry and Mourne Enterprise Agency to fit new toilets and changing rooms to the Think lab.</p> <p>Think lab can accommodate 60 people and the current toilet facilities are not adequate.</p> <p>Ability to host conferences, events etc.</p> <p>The think lab has proved a great resource and will only become a more used facility going forward. Positive feedback from user groups</p> <p>Total costs £77k</p>	<p>Vote taken, and project approved to go to full application</p> <p>Project to be added to the action plan.</p>

		<p>Request £70k from Dept for Communities/NR – NMEA will cover the additional spend of £7k</p>	
<p>4.</p>	<p>Programme updates</p>	<p>EZE Programme– Schools have only just re-opened- closures have greatly impacted on delivery of the project. Virtual support to schools</p> <ul style="list-style-type: none"> • Virtual EZE – broadcasts on EZE Facebook • Posts on social media – mental wellbeing • Video interviews – Coordinator of Crisis Café – concerns of young people • Dr O’Hanlon, GP in Newry and Doctor from Daisy hill on the impact of Covid • Supported home schooling programme. • Delivered Virtual sessions on positivity, wellbeing and motivation. <p>SHSCT –</p> <ul style="list-style-type: none"> • Heathy eating slow cooker programmes – await feedback 	

	<ul style="list-style-type: none"> • Completing 2 "Grow" well-being programmes • New contract for 2021/22 <p>Southern Regional College – End of project – all targets met A lot of training moved online.</p> <ul style="list-style-type: none"> • Cutting men's hair – rescheduled to recap – can't move until industry reopens • Forklift truck training completed • Delivered digger driver training <p>OCEANS Programme –</p> <ul style="list-style-type: none"> • cancelled, unable to deliver under current guidelines <p>Catriona would like to meet with CA's to discuss programmes</p> <p>Looking at a summer youth programme – 6weeks – June/July – photography/video – what subjects to go with to engage them.</p>	<p>Sean to contact groups and agree a date and time</p>
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	<p>Motivate so they may enrol in September into other areas. Joanne suggested this is brought into schools to engage on what works for them?</p> <p>Education Authority NI –</p> <ul style="list-style-type: none"> • No update <p>NIHE Liam Gunn updated members on the progress of the Carnagat extension. NIHE will fully support this initiative and work to get it completed when funding becomes available. Range of other work in each area- new improvement schemes Housing community network meetings keeps up to date on key issues. Gerry and Noreen agreed that this is a good platform to engage with and receive support</p> <p>NMDDC Community Renewal CCG support programme Difficult time of the groups. Risk assessments to be completed.</p>	
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	<ul style="list-style-type: none"> • Supporting the CA's- advice/information/governance/charity commission etc. • Supporting AGM's • Expression Of Interest Covid scheme still ongoing • Council funding calls – online system. • Bulk pallet food scheme to end 31 March 	<p>Community updates</p> <p>The NR Community groups are continuing to deliver some programmes to include:</p> <p>Centres all closed – Play groups reopened</p> <p>Barcroft – In lockdown – issuing vouchers and food parcels to local community – all activity outside. Supervised Tow path walk under strict guidelines</p> <p>Delivered slow cookers – great success</p> <p>Children's cooking – Irish theme</p> <p>AGM held online – 2 new volunteers recruited</p> <p>Drumalane Quayside – distributed 60 packs to older people. Delivered the food parcels and slow cookers to families in need. Through Arts project installing a bench and planting a tree in tribute to all those who</p>
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	<p>supported people during the tough times. Also collecting covid stories. Preparing for reopening of centre – new pool table through PCSP. Funding from cooperation Ireland for I.T and PPE.</p> <p>Planning activities for moving forward</p> <p>Thank Dept for Communities/Neighbourhood Renewal, Confederation of Community Groups , Council and Sean for their help.</p> <p>Greater linenhall -Distributed vouchers and food parcels to families in need. A lot of single men have availed of support.</p> <p>Planning surprise for Easter. Extended schools planting scheme. – distributing to older people in the community. Always someone in need –</p> <p>Art project – dress up activity with children- role play – front line services – what do I do?</p> <p>Bench and floral display at front of community house. Thank everyone for their support</p> <p>Meadow Armagh RoadCA-</p> <p>Continue to distribute heating and food vouchers. Providing support to people to complete censor forms</p> <p>Slow cookers distributed- positive feedback</p>	
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	<p>Planning for children's activities moving forward.</p> <p>Developing a serenity area – bench-somewhere to sit and chat</p> <p>Laptops for elderly to use within the community.</p> <p>Centre opened for Nursery school.</p> <p>Await permission to fully open</p> <p>Threeways</p> <p>Delivering online activity to all age groups- quizzes, competitions, dance/exercise.</p> <p>Delivered a community arts programme, funded through NR – online Dancing, Development of community cook book.</p> <p>Online arts projects with children and young people. Online story telling for children and adults.</p> <p>Online Zumba.</p> <p>Plans for Easter – bring a smile to children's faces.</p> <p>Delivering vouchers- continuing with online bingo – very popular</p> <ul style="list-style-type: none"> • CA's also attending meetings with external agencies via online platforms. 	
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		<p>Some face to face meetings but restricted numbers attending</p> <p>All the Communities thank the DfC /NR and NMDDC for their continued support</p> <p>NMDDC -Outdoor activity –</p> <ul style="list-style-type: none"> • All 9 groups have engaged in the programme to date. • No further programmes in the period January - March 2021- Hill and moorland leader training now cancelled – hopeful to deliver when restrictions eased <p>Action plan Review</p>	<p>Take place in early September – lunch to be provided</p>
5.	DfC update	<ul style="list-style-type: none"> • On behalf of the department, Karen offered sincere thanks to all the community and voluntary groups and statutory agencies who are delivering programmes in such difficult circumstances. 	

	<ul style="list-style-type: none"> • Management have taken a flexible approach- CA's and our coordinators do a lot of hard work • Thank people for declaring Easements at the right time • Carnagat extension is the number one priority for next year. Important that NIHE are able to deliver. • Look at an EOI for new I.T in communities – have it ready along with think lab toilets – money can become available. If you require anything – contact Sean. • Contracts for funding to be issued on Monday 29 March- thank everyone for the input. - 6 monthly reports going forward • Looking for good news stories – Highlighting the Men's health programme. • Require photos for annual report 	<p style="text-align: right;">Send to Sean</p>
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		<ul style="list-style-type: none"> Possibly invite Mark Creaney to an NR meeting to look at funding opportunities Thanks Newry for all their work and support 	Possibly attend a Community/Physical meeting Sean to arrange date and time.
6.	A.O.B	<p>Gerry informed members that we should invite Radius housing to the next NRP meeting- get an idea of what they are doing Members agree</p> <p>Noreen asked members to contact her if they require any issues to be raised at the DEA meeting</p> <p>No other business All members thanked for attending</p>	Gerry to speak to Radius
7.	Date and time of next meeting	<p>Wed 12th May 2021 At 7.00pm Format to be confirmed</p>	Sean to circulate details

Report to:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	Policing & Community Safety Partnership (PCSP) Report
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director Community Engagement
Contact Officer (Including Job Title):	Damien Brannigan, Head of Engagement

Confirm how this Report should be treated by placing an x in either:-	
<input type="checkbox"/> For decision	<input checked="" type="checkbox"/> For noting only
1.0	Purpose and Background
1.1	<p>Purpose</p> <ul style="list-style-type: none"> To note the report. To note the attached Minutes of the Policing Committee & PCSP Meeting listed in 3.1 below. <p>Background</p> <p>The attached Minutes of the Policing Committee & PCSP Meeting listed in 3.1 below are provided to update the Committee on the ongoing work of the PCSP.</p>
2.0	Key issues
2.1	None.
3.0	Recommendations
3.1	<p>That the Committee:-</p> <ul style="list-style-type: none"> Note the report. Note the following Policing Committee & PCSP Minutes as attached: <ul style="list-style-type: none"> ➤ Minutes of the Policing Committee & PCSP Meeting held on Tuesday 30 March 2021, approved at the Policing Committee & PCSP Meeting on Tuesday 25 May 2021.
4.0	Resource implications
4.1	All actions are budgeted for in the PCSP Action Plan.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>

	The policy (strategy, policy initiative or practice and / or decision) has been equality screened	<input type="checkbox"/>
	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	Proposal initiating consultation Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves	<input type="checkbox"/>
	Consultation period will be 12 weeks	<input type="checkbox"/>
	Consultation period will be less than 12 weeks (rationale to be provided)	<input type="checkbox"/>
	<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 <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please complete the following: Rural Needs Impact Assessment completed	<input type="checkbox"/>
7.0	Appendices	
	Appendix I: Minutes of Policing Committee & PCSP Meeting held on Tuesday 30 March 2021	
8.0	Background Documents	
	None	

POLICING COMMITTEE AND POLICING AND COMMUNITY SAFETY PARTNERSHIP**Minutes of the Newry, Mourne & Down Policing Committee and Policing & Community Safety Partnership Meeting held at 2pm on Tuesday 30 March 2021 via Microsoft Teams**

Present:

Councillor J Trainor (**Chair**)
 Councillor D Murphy, NMDDC
 Councillor M Ruane, NMDDC
 Councillor H Gallagher, NMDDC
 Councillor O Hanlon, NMDDC
 Councillor A Lewis, NMDDC
 Councillor M Savage, NMDDC
 Councillor W Walker, NMDDC
 Councillor W Clarke, NMDDC
 John Allen, PCSP Independent Member
 Audrey Byrne, PCSP Independent Member
 Tara Campbell, PCSP Independent Member
 Sarah Murphy, PCSP Independent Member
 Breige Jennings, PCSP Independent Member
 Pat McGreevy, PCSP Independent Member
 Richard Orme, PCSP Independent Member
 Michelle Osborne, PCSP Independent Member
 Superintendent Norman Haslett, PSNI
 Chief Inspector Amanda Ford, PSNI
 Chief Inspector Johnston McDowell, PSNI
 Inspector Adam Corner, PSNI
 Inspector Darren Hardy, PSNI
 Inspector Sheila Loughran, PSNI
 Sergeant Ryan Duffy, PSNI
 Sergeant Warren Roberts, PSNI
 Ruth Allen, SHSCT
 Liam Gunn, NIHE
 Michael Heaney, YJA
 Niall McEvoy, PBNI
 Donna Weir, EA

In attendance:

Martina Flynn, Safer Communities & Good Relations Manager
 Clare Loughran, PCSP Officer
 Judith Thompson, PCSP Officer
 Shannon Creaney, PCSP Student
 Kerri Morrow, DEA Co-Ordinator
 Patricia McKeever, Democratic Services Officer

1 Apologies and Chairperson's Remarks

Apologies were received from Chief Inspector Joe McMinn (PSNI), Dan McEvoy (PCSP Independent Member), Roisin Leckey (PBNI) and Damien Brannigan (Head of Engagement, NMDDC).

Councillors Murphy and Walker advised they would have to leave the meeting at 3.00pm.

The Chairperson welcomed everyone and extended his best wishes to Councillor Doran for a speedy recovery.

2 Declarations of Interest

There were no declarations of interest.

3 Draft Minutes of Policing Committee and PCSP Meeting dated 19 January 2021

Read: Minutes of Policing Committee and PCSP Meeting held on 19 January 2021 (copy circulated).

Councillor Murphy referred to an incident that he said had been discussed at the meeting on 19 January 2021 but had been omitted from the minutes regarding arson attacks on vehicles in the Derrybeg area on 10 January 2021. He said it had been reported to him there had been a republican paramilitary element connection to this incident, however this was refuted on speaking to the parties involved.

Sgt. Roberts replied saying whilst he could not confirm a dissident element, he considered it was more a criminal incident. Inspector Corner apologised as he did not have further information to hand, but he agreed to speak to Councillor Murphy offline to discuss the matter further.

Mrs Flynn asked Councillor Murphy to email the detail of the amendment to her, so it could be included in the final copy of the minutes.

Agreed: On the proposal of Councillor Savage, seconded by Councillor Murphy, it was agreed to approve the Minutes of the Policing Committee and PCSP Meeting held on 19 January 2021 as a true and accurate record subject to the addition of detail from Councillor Murphy regarding an incident on 10 January 2021 in Derrybeg.

4 Matters arising

There were no matters arising.

5 District Commander's Report – Period 7.

Read: District Commander's Report – Period 7 (copy circulated).

Superintendent Haslett apologised to Members for his absence at the previous meeting on 19 January 2021 and he thanked Chief Inspector McMinn who had covered for him. He introduced two new members of staff, Chief Inspector Amanda Ford, Chief Inspector for Engagement, who was replacing Chief Inspector McMinn and Chief Inspector Johnston McDowell, Chief Inspector for Performance.

Superintendent Haslett then presented the District Commander's Report to the Committee. Following the presentation, discussion took place and the following points were raised:

General

- Members commended the PSNI on the increased visual presence throughout the District over St. Patrick's weekend and said the same level of policing would be needed over Easter weekend. Superintendent Haslett responded saying they intended to replicate what was done over St. Patrick's weekend over the Easter period, in addition to using media messaging as before, which Members agreed was very beneficial.

Drugs

- Members welcomed the numbers of seizures and the further roll out of RAPID Bins; however, they would like to see some focus on smaller towns and more rural areas in the District. Superintendent Haslett said they responded to where intelligence directed them, regardless of whether it was a large town or more rural area.
- Superintendent Haslett advised that he could not give a definitive response on where drugs were coming into the District from, saying some came from ROI and some from other cities. PSNI would continue the conversation offline with relevant Members following the meeting.
- Councillor Savage said it was important the message of drug seizures was relayed via social media.
- Councillor Clarke referred to drug dealers awaiting trial but who continued drug dealing with the knowledge of the PSNI and he asked if their bail could be revoked in these circumstances. Superintendent Haslett replied saying bail was set up by the court, however he agreed with Councillor Clarke's comments and said he would be happy to further discuss this issue offline with him following the meeting.

Anti-Social Behaviour

- Councillor Clarke said ASB continued to be a serious problem in the Burrendale Estate and Bracken Avenue, Newcastle, with incidents being witnessed by children and people living in fear. He said a more visual PSNI presence was needed in the area. Superintendent Haslett advised that the PSNI were looking into this ongoing ASB and would be happy to meet up with Councillor Clarke offline after the meeting to discuss this matter further. Liam Gunn said he was also aware of the impact the ASB was having on residents and it needed to be investigated. He said he would be happy to discuss further offline.
- Councillor Ruane said a number of residents in Warrenpoint had contacted him regarding ASB concerns leading up to St. Patrick's weekend, these concerns had been passed on to the PSNI. However, a number of incidents had taken place over St. Patrick's weekend in the Clonallon Park area of Warrenpoint and he said he was very disappointed they were not prepared to deal with the incidents. He referred to a lady who had reported concerns and whose car had been damaged during the ASB incidents and he asked if the PSNI could contact her as a follow up to ensure

she was okay. Superintendent Haslett apologised for these incidents and said a follow up call to the lady in question should have taken place. Inspector Loughran agreed to make contact with Councillor Ruane offline after the meeting to get the lady's contact details.

- Councillor Gallagher raised the issue of ASB in Castlewellan Forest Park saying local residents were affected by young people drinking and loud car exhausts. Superintendent Haslett said Police were aware of this issue and were currently working on it.
- Councillor Savage referred to recent incidents that had taken place on the Ashgrove Road, Newry involving explosive devices and asked if the PSNI had engaged with local people or if a motive had been identified. He said there had been a number of attacks on this particular family, but he was happy to discuss the matter further offline following the meeting. Superintendent Haslett confirmed that the main line of enquiry was organised crime gangs and said there had been an increased police foot print and patrols in the area, he added the Neighbourhood Policing Team had been engaging with local people in the area.
- Audrey Byrne said more co-operation was needed with the Forest Service to deal with large crowds in the lower Mourne areas, she said younger people were gathering in the area, drinking and leaving rubbish behind, and she asked who had responsibility for overseeing this. Superintendent Haslett said that the PSNI were aware of people drinking in the lower Mournes and had reached out to Forest Service to progress a multi-agency approach. The PSNI were looking at congestion and car parking issues and possible solutions such as park and ride options.

Road Safety

- Councillor Walker said the evidence of speeding within towns and villages was a cause for serious concern and said he had been lobbying DfI regarding hotspot areas including Downpatrick Road, Killyleagh and Ballynahinch and was scheduling a meeting with them. He said he appreciated it was not possible to put Speed Indicator Signs at all hotspots, but he asked if PSNI could work closely with Elected Members in tackling this issue. Superintendent Haslett responded saying Inspector Frances McCullough would contact Councillor Walker with regard to accompanying him to the meeting with DfI.
- Councillor Lewis raised concerns at potential car parking issues at Slieve Croob over Easter weekend and said he had been advised that people were using Drumkeeragh Forest for scrambling bikes and he asked if the latter was a matter for the PSNI. Additionally, Councillor Lewis said speeding was taking place in Castlewellan and on the back roads between Seaforde and Spa. Superintendent Haslett said they would note Slieve Croob as an area of concern over the Easter period. With regard to scrambling bikes at Drumkeeragh Forest, Superintendent Haslett advised they were not the primary agents and this would also be a matter for Council, however they agreed to ensure there would be a number of patrols deployed to the area to give out appropriate advice.

Burglaries

- Superintendent Haslett confirmed the arrest and conviction of one person related to the recent spree of burglaries in the Dundrum area.

- Superintendent Haslett also confirmed one person had been arrested in connection with a spate of commercial burglaries and there had been a decrease in this type of activity since the arrest had been made.

6 PCSP Officer Report – March 2021

Read: PCSP Officer Report – March 2021 (copy circulated).

Noted: It was agreed to note the PCSP Officer Report – March 2021

7 Speed Indicator Signs

Read: Speed Indicator Signs Report – March 2021 (copy circulated).

Some discussion took place and the following points were raised:

- Important to demonstrate that correct procedure was followed when deciding location for Speed Indicator Signs.
- Mrs Flynn reminded Members they had agreed at the last Policing Committee & PCSP Meeting in January that the existing Speed Indicator Signs would remain in their current locations until July 2021.
- Mrs Flynn said it was a huge piece of work in identifying locations for the Speed Indicator Signs and she was keen to have the Task and Finish Group reconvene to assist with this process.
- Councillor Clarke said he would be opposed to moving the Speed Indicator Signs once they were in place as he considered them to be an extremely positive initiative in tackling speeding. Mrs Flynn responded saying there was some evidence pointing to reduced impact of Speed Indicator Signs over time and that this was something that could be considered by the Task and Finish Group.
- Mrs Flynn said the Task and Finish Group could also consider making information available to the Department for Infrastructure about the impact of the SIDs across the District.

Agreed: On the proposal of Richard Orme seconded by Councillor Hanlon it was agreed that the Committee:-

- **Note the report.**
- **Approve the procurement of further seven Speed Indicator Signs**
- **Re-establish the Task and Finish Group to progress the siting of the Speed Indicator Signs and whether they should be rotated.**

8 ASB Sub Groups Report

Read: ASB Sub Groups Report – March 2021. (copy circulated).

Agreed: On the proposal of Councillor Hanlon seconded by Councillor Richard Orme it was agreed that the Committee:-

- **Note the report.**

- **Agree the attached Draft Action Sheets of ASB Sub Group held on 29 January 2021 and ASB Sub Group 1 held on 12 February 2021.**

9 NMDDC CCTV Consultation - Confidential Report

Read: NMDDC CCTV Consultation report

Agreed: It was agreed to note the report and to note the consultation on CCTV being undertaken by Council and Members to provide views on new proposals for the monitoring of CCTV across the District

10 Statutory Partner Update

Updates were provided from Donna Weir Education Authority and Michael Heaney Youth Justice Agency.

Mrs Flynn said a separate statutory meeting would be convened with partners to take place in advance of the next Policing Committee and PCSP Meeting which was scheduled for 25 May 2021.

11 Update from PSNI on implications of, and preparations for Brexit in relation to Policing in Newry, Mourne and Down (Standing item)

Superintendent Haslett confirmed there was nothing significant to report.

12 Date of Next Meeting

The next Policing Committee & PCSP Meeting is scheduled for 2pm on Tuesday 25 May 2021 online via Microsoft Teams.

There being no further business, the meeting concluded at 16.15pm.

Report to:	AHC
Date of Meeting:	21 June 2021
Subject:	Social Investment Fund – Capital
Reporting Officer (Including Job Title):	Janine Hillen - Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Sonya Burns – Head of Programmes Unit Sarah McClory – Programmes Coordinator

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

For decision	For noting only	x
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1.0	Purpose and Background
1.1	<p>The Council is covered by two Social Investment Zones – Southern (legacy Newry and Mourne) and South Eastern (legacy Down). The Council has completed the 'Work It' programme in the Southern Zone. The South Eastern Zone includes two programmes: Castlewellan Community Centre and Community Operated Sports Facilities (Ballyhornan and Kilcooley).</p> <p>The final claim is being submitted to close off the programme and payment issued by The Executive Office. The OBA's will continue to be submitted in line with the letter of offer.</p> <p>Project Board meetings continue and attached are the minutes of the April meeting.</p>
2.0	Key issues
2.1	<p>Castlewellan Community Centre The project is fully completed with the group undertaking the OBA data collection and reporting.</p> <p>Ballyhornan The site was handed over however an official launch date has not yet been agreed due to ongoing restrictions. The group will complete the OBA report cards in line with the Letter of Offer.</p> <p>Kilcooley Planning permission was not granted so project cannot proceed.</p>
3.0	Recommendations
3.1	That the Committee note the report and minutes.
4.0	Resource implications
4.1	Council contribution: Ballyhornan £125K

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

	The policy / strategy / plan / public service is not influenced by rural needs	<input type="checkbox"/>
7.0	Appendices	
	Minutes of SIF Board Meeting in April 2021.	
8.0	Background Documents	

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

**MINUTES OF SIF CAPITAL PROJECT BOARD MEETING
Monday 19th April 2021 @ 10 am, via Zoom**

CHAIRPERSON: Colin Quinn - Newry, Mourne and Down District Council

Others Present:

Francesca Dowler – Ards and North Down Borough Council
Paul Brannigan – Newry, Mourne and Down District Council
Sarah McClory – Newry, Mourne and Down District Council
Sonya Burns - Newry, Mourne and Down District Council
Raphael Crummy – Department for Communities
Kenny Knox – Strategic Investment Board Limited
Janine Hillen - Newry, Mourne and Down District Council

Apologies:

Anita Waite – Department for Communities
Michael Lipsett - Newry, Mourne and Down District Council
Fearghal O'Connor – Newry, Mourne and Down District Council

1. INTRODUCTIONS:

Colin Quinn welcomed all the members of the Project Board and thanked all those in attendance.

2. CONFLICT OF INTEREST:

No conflicts of interest were declared.

3. MINUTES OF LAST MEETING (22nd March 2021)

The minutes of the previous meeting were approved.

4. ACTION SHEETS (22nd March 2021)

Thomas Davis - Sarah McClory to request an update from Faithful + Gould for next Project Board Meeting. – Kenny Knox provided the update.

Thomas Davis- Raphael Crummy to email new DfC logo and any requirements to Sarah McClory. Completed.

Castlewellan - Sarah to relay to Kenny Knox that NMDDC did not require a Legal Charge against Castlewellan. Completed.

Ballyhornan - Council to complete legal charge (Fearghal O'Connor). Ongoing.

Ballyhornan - Sarah McClory to liaise with Lorraine Braniff re official opening of the pitch. Ongoing - delayed due to Covid.

Ballyhornan - Sarah McClory to issue Project Agreement outlining OBA requirements to Community Association. Ongoing - draft with Fearghal O'Connor.

Ballyhornan - Sarah McClory to submit final claim once all invoices have been paid – completed.

5. PROJECT UPDATES

5.1 THOMAS DAVIS:

- Kenny Knox Provided an update. Expected completion date is now end of June 2021.
- The ICT contract has been terminated and there have been considerable cost increases to the project, approximately 25%. The originally appointed architect and project manager have accepted responsibility for some ICT team are reviewing the anticipated projected final cost of the project.
- TEO will underwrite the additional costs and are still minded to claw back these costs from the original ICT.
- Post completion opening event of the new facility currently being organised by ABC Council and TEO.

Actions:

- **Sarah McClory to liaise with ABC Council re official opening of the facility.**
- **Kenny Knox to provide Raphael Crummy with the final agreed contract amount for Department for Communities to ascertain their percentage contribution towards the project.**

5.2 Castlewellan: Community Centre

- Kenny Knox to clarify if TEO have a legal charge in place.
- NMDDC do not require a legal charge.

Actions:

- **Kenny Knox to clarify with TEO if their legal charge is in place.**

5.3 Community Operated Outdoor Facility- Kilcooley:

- It was agreed by Ministers to close this project however the letter confirming retraction was withdrawn.
- A meeting is taking place with First and Deputy First Minister Special Advisers tomorrow which Kenny Knox will be attending.

Actions:

- **Kenny Knox to feedback outcome of meeting with Special Advisers.**

5.4 Community Operated Outdoor Facility - Ballyhorgan:

- Sarah McClory confirmed that the final claim has been submitted for verification. It is anticipated that this will be paid next week.
- Fearghal O'Connor is dealing with NMDDC legal charge.
- Paul Brannigan is liaising with the groups solicitor regarding legal charges.
- It was confirmed that all payments are now made.

Actions:

- **Sarah McClory to liaise with Lorraine Braniff re official opening of the pitch.**

- **Sarah McClory to issue Project Agreement outlining OBA requirements to Community Association.**
- **Paul Brannigan to continue to liaise with Fearghal O'Connor and the groups solicitor Brian Feeney re legal charges.**

6 UPDATE FROM DEPARTMENT FOR COMMUNITIES (DfC)

- Raphael Crummy requested the final agreed contract amount for the Thomas Davis Project for Department for Communities to establish their percentage contribution towards the project.

7 FINANCE

- None.

8 OBA NISRA REPORT CARDS

- Ongoing. Potential reopening of Sports Facilities on 12th April which could trigger Ballyhornan OBA reporting.

9 AOB

- Next meeting to take place on Monday 24th May 2021 at 10am, via the Zoom virtual platform. Invitations to be issued by Sarah McClory.

Signed:



Colin Quinn
Chairperson

Date: 19th May 2021

Report to:	Active and Healthy Communities Committee
Date of Meeting:	21 June 2021
Subject:	Social Inclusion Update
Reporting Officer (Including Job Title):	Janine Hillen, Assistant Director: Community Engagement
Contact Officer (Including Job Title):	Justyna McCabe, Programme Coordinator

<table border="1"> <tr> <td>For decision</td> <td>For noting only</td> <td>X</td> </tr> </table>		For decision	For noting only	X
For decision	For noting only	X		
1.0	Purpose and Background			
1.1	<p>The purpose of this report is to provide an update on the social inclusion work and especially recent work in relation to the following:</p> <ul style="list-style-type: none"> • Census 2021 • Brexit/EU Settlement Scheme • Emergency/Covid support • Support to Syrian Refugees • NMD Traveller Forum • NMD Intercultural Forum • Inclusive Cities Project 			
2.0	Key issues			
2.1	<p>Census 2021 The Social Inclusion Officer and DEA Coordinators promoted the Census within local minority ethnic communities and encouraged its completion. Translated voice notes were developed in Arabic, Polish, Russian, Romanian, Bulgarian, Lithuanian, Latvian and Portuguese and translated Census information was distributed.</p> <p>Brexit/EU Settlement Scheme (EUSS) Ongoing support is being provided to EU/EEA citizens in relation to the EU Settlement Scheme through information workshops, registration clinics and referrals. Translated voice notes and social media posts have been developed to inform about the Scheme and direct vulnerable migrants to support available. According to the Home Office statistics, a total of 7,720 applications were made to the EUSS from 28 August 2018 to 31 March 2021 in Newry, Mourne and Down.</p> <p>Covid-19 Since the beginning of the pandemic, we have continued to support the most vulnerable members of our minority ethnic communities. Our support has been targeted at those experiencing financial hardship and food poverty, isolation, loneliness and well-being and mental health issues due to the pandemic.</p>			

Our support has included remote support clinics (e.g. Roma and Syrian), referrals to the local Community Hub and Food Banks and distribution of the Red Cross Crisis Fund.

The Executive Office Crisis Fund

In 2020/21 The Executive Office allocated £10,000 to Newry, Mourne and Down Ethnic Minority Support Centre for urgent financial assistance for migrant families affected directly or indirectly by Covid-19.

A total of 127 families/individuals were supported through almost 198 interventions. The recipients came from 7 countries, with the highest number of principal beneficiaries coming from Romania.

Homelessness and Lockdown

The Ethnic Minority Support Centre co-operated with Newry Housing Executive in identifying rough sleepers who needed shelter during lockdown. Support has been provided to the homeless in Belmont Hall through food vouchers from the TEO Crisis Fund and referrals to the Hardship Fund. Homeless EU citizens have been given help in registering for the EU Settlement Scheme.

Support to Syrian Refugees

Throughout the pandemic, remote support clinics have been provided to the local Syrian community. Online ESOL classes were delivered, supported by funding from the Department for the Economy.

NMD Traveller Forum

The forum aims to promote an inclusive civil society in the Newry, Mourne and Down District Council area by championing Travellers' rights while addressing current provisions for the Traveller community within the district. The forum meets quarterly. The main item on the agenda is the Killeavey site. The site remains unlicensed and Forum members and the Council are working towards addressing this issue.

NMD Intercultural Forum

Newry, Mourne & Down Intercultural Forum is an inter-agency partnership committed to working towards an inclusive community to create opportunities that embrace diversity. The Forum brings together public and community/voluntary sector service providers and promotes equity, diversity and interdependence. In the last year, the Forum has expanded its membership and is developing a communications strategy to further enhance its presence in the District.

Inclusive Cities

Newry, Mourne and Down is a participant in the Inclusive Cities programme – a city-led knowledge exchange programme, facilitated by The Global Exchange on Migration and Diversity at the University of Oxford.

The programme aims to support local authorities to create a step-change in their approach to the inclusion of newcomers at a local level. In response to the Covid-19 pandemic, local authorities and their partners have had to adapt their inclusion programmes, often at

	speed, to support their newcomer and longer-standing communities. The next virtual convening is scheduled for 28 and 29 June.
3.0	Recommendations
3.1	The report is for noting only.
4.0	Resource implications
4.1	Project costs incl. interpreter costs - 75% funding from TEO Good Relations Funding from DFE for Syrian Refugees ESOL classes
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)

<p>6.1</p>	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
<p>7.0</p>	<p>Appendices</p>
	<p>None</p>
<p>8.0</p>	<p>Background Documents</p>
	<p>None</p>

Report to:	Active and Healthy Communities
Date of Meeting:	21 st June 2021
Subject:	Letter of Support for Electric Vehicle Infrastructure Project Application – ESB
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Sheena McEldowney Head of Sustainability

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

For decision	For noting only	X
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1.0	Purpose and Background
1.1	To note the report and Letter of Support for the Electric Vehicle Infrastructure Project Application, which has already been submitted to ESB in order to meet the deadline of 18 June 2021
2.0	Key issues
2.1	<p>The Department received a request from ESB on the 10th June 2021 seeking a letter of support for a funding application being made to the UK Government's 'Levelling Up Fund' for EV Infrastructure across Northern Ireland. The project application is to be submitted by Friday 18th June 2021.</p> <p>The main purpose of the project is to replace the existing public electric charging network with more reliable chargers and upgrade some existing chargers to faster chargers and build out some multi vehicle fast charging sites.</p> <p>Specific Project Objectives Across Northern Ireland:</p> <ul style="list-style-type: none"> • Replacing up to 100 (200 charge points) pre-existing Pilot Grade Fast chargers (22kW) to next generation high reliability model • Upgrade 20 Fast chargers to Rapid chargers more than doubling existing Rapid charge capacity • Replace 7 existing Rapid chargers with modern equipment that can facilitate cars which use the CCS standard (the most common Rapid charging standard) • Build five hubs (Up to 150kW) at key locations on major routes that can cater for 2/3 vehicles charging simultaneously at high speeds. <p>ESB are seeking support from all local councils to get funding for chargers in their area.</p>
3.0	Recommendations
3.1	That the Committee note the report and Letter of Support for the Electric Vehicle Infrastructure Project Application, which has already been submitted to ESB in order to meet the deadline of 18 June 2021

4.0	Resource implications
4.1	None
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>

	If yes, please complete the following: Rural Needs Impact Assessment completed <input type="checkbox"/>
7.0	Appendices
	Appendix 1: ESB Letter Support NMDDC
8.0	Background Documents
	None



15th June 2021

ESB Innovation UK Limited
Tricor Suite 4th Floor,
50 Mark Lane,
London,
EC3R 7QR

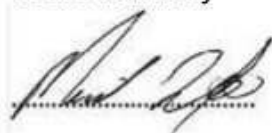
Dear Sir / Madam

ESB's application to the Levelling Up fund.

I can confirm that Newry, Mourne and Down District Council will support ESB in their bid to the UK Government's Levelling Up Fund, to replace and upgrade the existing EV charging network within Northern Ireland. This is subject to Committee approval on 21 June 2021 and Council ratification on 5 July 2021.

It is very important that Northern Ireland and our council area has a reliable public charge point network that electric vehicle drivers can trust. While there is a network of chargers spanning the council area, they are not at the desired standard and we would welcome and support the replacement and upgrade of those chargers.

Yours faithfully



Michael Lipsett
Director of Active & Healthy Communities

Report to:	Active and Healthy Communities
Date of Meeting:	21 June 2021
Subject:	Memorandum of Understanding with PSNI in relation to Enforcement of Coronavirus Regulations
Reporting Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing
Contact Officer (Including Job Title):	Eoin Devlin Assistant Director Health and Wellbeing

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

For decision	<input type="checkbox"/>	For noting only	<input checked="" type="checkbox"/>
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1.0	Purpose and Background
1.1	That Committee note the attached Memorandum of Understanding and Information Sharing Agreement between the Council and the PSNI
2.0	Key issues
2.1	<p>The Health and Wellbeing Department continue to be involved in dealing with many complaints and queries in relation to the Health Protection (Coronavirus) Regulations. These may relate to both the legalities of certain premises being open and of the adequacies of Risk Assessment and the taking of the necessary precautions in those that are permitted to be.</p> <p>Both PSNI and our own Environmental Health Officers are designated and authorized to enforce the provisions of the legislation and we retain responsibility for most commercial premises including Retail and Leisure. This MOU provides demarcation to allow us to deal with particular issues regarding the licenced trade in a joined-up way to improve partnership working and avoid duplication.</p> <p>It has been agreed that Council Officers will pick up on issues during our normal working hours and the PSNI will deal with premises in the evenings and at weekends. We have also put arrangements in place to ensure that suitable communication lines are available. We will also carry up follow up advice visits to any premises where PSNI have been required to take Enforcement action</p> <p>The Chief Executive has signed the attached documents and they have been returned as requested.</p>
3.0	Recommendations
3.1	That Committee note this report with regard to the Memorandum of Understanding and Information Sharing Agreement with PSNI
4.0	Resource implications
4.1	Within existing resources
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)

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

	The policy / strategy / plan / public service is not influenced by rural needs	<input checked="" type="checkbox"/>
7.0	Appendices	
	1. Final Statement of Intent and Memorandum of Understanding 2. Information Sharing Agreement	
8.0	Background Documents	
	None	

May 2021

STATEMENT OF INTENT**Preface to the Memorandum of Understanding between the Councils, the Police Service of Northern Ireland and Belfast Harbour Police**

The Parties to this agreement have each been charged with statutory responsibility to ensure that The Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021 are adhered to. The Regulations have been made in response to the serious threat to public health posed by the SARS-Cov 2 virus in Northern Ireland and to alleviate the pressures that may be experienced within the National Health Service (NHS).

The Parties are committed to delivering on our statutory obligations and working together, where appropriate, in furtherance of that aim. This Memorandum of Understanding (MOU) clearly sets out the roles and responsibilities of each agency and the opportunities for multi-agency working. We understand the impact that the restrictions will continue to have on our local communities and therefore we undertake to support those communities by being visible, engaging, explaining and encouraging adherence to the Regulations but also enforcing them as necessary. We appreciate that the Regulations are necessary at this time and that a consistent approach is required across Northern Ireland and therefore we will ensure that appropriate resources are applied according to times and areas, of greatest risk.

This MOU takes effect from the time of signing by both parties and will remain in effect until reviewed or rescinded.

**MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNCILS, THE POLICE
SERVICE OF NORTHERN IRELAND AND BELFAST HARBOUR POLICE**

**TO SET OUT THE ENFORCEMENT RESPONSIBILITIES UNDER THE HEALTH
PROTECTION (CORONAVIRUS, RESTRICTIONS) REGULATIONS (NORTHERN
IRELAND) 2021 AND REPORTING ARRANGEMENTS**

Scope

1. This Memorandum of Understanding (MOU) is between the 11 District Councils, the Police Service of Northern Ireland and the Belfast Harbour Police, with regard to the enforcement of regulation 3, (requirement to close premises); regulation 5, (restrictions on licensed and unlicensed premises); regulation 6, (restrictions on tourist accommodation), regulation 15, (visitor and attendee information); regulation 16, (restrictions on close contact services) and regulation 17, (requirement in relation to social distancing) of the Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021; (Appendix 1) and supersedes the earlier MOU between the same parties.

Definitions in this MOU

2. "2021 Regulations" means the Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021.

"BHP" means the Belfast Harbour Police and any reference to its obligations and/or responsibilities only relates to those businesses within the Harbour Area.

"the Councils" means:

- Belfast City Council,
- Lisburn and Castlereagh City Council,
- Ards & North Down Borough Council,
- Mid & East Antrim Borough Council,

- Causeway Coast & Glens Borough Council,
- Antrim & Newtownabbey Borough Council,
- Armagh City, Banbridge and Craigavon Borough Council,
- Newry, Mourne & Down District Council,
- Fermanagh and Omagh District Council,
- Derry City & Strabane District Council, and
- Mid Ulster District Council.

"Parties" means the Councils, the Police Service of Northern Ireland and Belfast Harbour Police and any party may be construed in the singular.

"PSNI" means the Police Service of Northern Ireland.

"SCC" means the Strategic Coordination Centre.

Purpose

3. The purpose of the MOU is to:
 - Establish an agreed framework between the Councils, PSNI and BHP regarding enforcement of the 2021 Regulations;
 - Clarify the general roles and responsibilities of each Party in relation to regulations 3-6 and 15-17 (see paragraph 1);
 - Set out in general terms the basis of an information sharing protocol between the parties for the purposes of enforcement under the 2021 Regulations; and
 - Set out the review, dispute and termination arrangements.
4. When the content of the MOU is agreed a representative of each Party shall be co-signatories of this MOU. It shall come into effect from the latest date of signing by the Parties. This MOU will remain in force indefinitely unless superseded by another MOU or equivalent document.
5. The Parties enter into this MOU independently and nothing herein shall be construed as establishing a partnership or joint venture between the Parties, nor may either

Party profess to represent the other Party, save with written consent in advance from the other Party.

Roles and responsibilities

6. The Parties are committed to working together to protect public health.
7. All parties have powers of enforcement under regulations 3-6 and 15-17 (see paragraph 1 and Appendix 1) of the 2021 Regulations. However, it is recognised that for consistency purposes PSNI should remain the lead enforcement authority in respect of licensed premises, with the Councils providing assistance in delivering this role. The Councils will remain the lead enforcement authority in respect of retail premises.
8. With the exception of pre-planned inspections, enforcement action will primarily be intelligence led, with the Councils taking the lead in respect of inspections on weekdays during normal office hours and PSNI taking the lead in respect of inspections after normal office hours until close of business on weekdays and weekends.
9. In addition, Councils will introduce a temporary "On Call" facility for the Environmental Health service. Details of the "On Call" arrangement are to be agreed locally between each Council Chief Executive and PSNI District Commander. This additional measure will be kept under review by the Chief Executive and the Local Police Commander.
9. The Parties will investigate complaints in accordance with their own respective enforcement protocols. However, the Parties recognise the need for consistency for the public and for businesses. They therefore agree to work together to ensure that any enforcement action is proportionate and consistent through the regular meetings referred to in paragraph 11 and the strategy discussions as paragraphs 14 and 19.
10. There may be occasions when it would be appropriate for the parties to be involved in the same investigation and joint inspections may be arranged between the PSNI

and an individual Council. This shall primarily be determined on a local level and the lead role shall be determined by mutual agreement at the time.

11. Representatives from the Councils (via EHNI and/or SOLACE) and the PSNI (senior rep] will hold monitoring/progress meetings by agreement to assess the effectiveness of the enforcement partnership in achieving compliance with regulations 3-6 and 15-17 (see paragraph 1). Other local regular meetings to discuss operational issues may also take place where agreed between the Council, PSNI or BHP as considered necessary or appropriate.

Councils Responsibilities pursuant to this MoU

12. Councils will deal with reports of a breach of regulations 3-6 and 15-17 (see paragraph 1 and Appendix 1) of the 2021 Regulations made to it during office hours. Councils will use the powers outlined in their enforcement protocol to address any contraventions noted during inspections undertaken
13. However, where the Council considers that it would not be safe for its officers to attend the premises in question alone, or where a night time visit is considered necessary, those reports shall be forwarded to the PSNI to be actioned. Councils and PSNI or BHP can agree alternative arrangements at local level subject to resources.
14. Where it is considered appropriate the Council will convene a strategy discussion with the respective neighbourhood policing inspector/BHP commander, wherein which appropriate intervention action will be agreed where possible to address non-compliance in targeted premises. Such arrangements, together with the lead in individual cases, will be agreed at local level as stated in paragraph 7.
15. The Council will manage records of referrals to the PSNI in accordance with their own records management obligations and protocols.

PSNI/BHP Responsibilities pursuant to this MoU

16. The PSNI and BHP will continue to deal with all complaints made to them in relation to all alleged breaches of the Regulations which were notified to them prior to the commencement date of this MOU.
17. Where reports of a breach of regulations 3-6 and 15-17 (see paragraph 1) of the 2021 Regulations are made to PSNI/BHP that can be addressed by Councils during normal operational hours, a referral will be made from the Strategic Coordination Centre, PSNI, HQ, via email, to the relevant local council (see Appendix 3 for contact details).
18. Where reports of a breach of regulations 3-6 and 15-17, (see paragraph 1) of the 2021 Regulations are made to PSNI/BHP outside normal office hours, i.e. during evenings and weekends, the PSNI will respond to such complaints as considered necessary.
19. Where it is considered appropriate the neighbourhood policing inspector/BHP inspector will convene a strategy discussion with the respective Council wherein which appropriate intervention action will be agreed where possible to address non-compliance in targeted premises.
20. PSNI/BHP will manage records of referrals to the Council in accordance with their own records management obligations and protocols.

Information Sharing Agreement

21. An Information Sharing Protocol (ISA) shall be developed to assist the sharing of information for purposes of enforcement under the 2021 Regulations. Any ISA will be subject to the agreement of the Parties.

Notification of reports

22. Reports which are referred to PSNI pursuant to paragraph 13 shall be shared as soon as possible and no later than close of business on the working day received (Monday to Friday), or at the commencement of the next available working day where that is not feasible. Those reports shall be through the online PSNI portal or by ringing 101 where they will be triaged and allocated to the relevant district for action as outlined in Appendix 3. Reports will be shared with BHP by ringing 028 9055 3000. In addition, Councils may wish to follow up with their local PSNI or BHP counterparts by email or phone. All communications with PSNI in districts should be copied to SCCTallaCommand@psni.pnn.police.uk
23. The PSNI and BHP will share reports with the Council for the area in which the premises are situated no later than close of business on the working day received (Monday to Friday) or at the commencement of the next available working day where that is not feasible unless the premises are already subject to enforcement action by PSNI or BHP or where the report was made before the commencement of the date of this MOU.

Notification of enforcement action

24. The Parties shall notify each other and provide a copy of any notice relating to enforcement action such as the issue of an Improvement Notice, Fixed Penalty Notice or Prohibition Notice which it has taken in respect of licensed premises as soon as possible and within 12 hours on a working day (Monday to Friday), or at the commencement of the next available working day where that is not feasible. All other relevant enforcement visit/s or action can be provided by means of a weekly update by email between the relevant Council and the PSNI or BHP. Councils should provide this information by 12 noon every Friday and PSNI or BHP should provide Councils with an update by 12 noon every Monday. Councils and PSNI or BHP can negotiate alternative arrangements at local level. All communications with PSNI in districts should be copied to SCCTallaCommand@psni.pnn.police.uk.

25. If a complaint relates to social distancing and risk assessment issues within premises over and above any express provision which may be contained within the Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021 as amended, this is a health and safety issue which falls under the Health and Safety at Work (NI) Order 1978. This Order is enforced by both the Health and Safety Executive for Northern Ireland and the Councils. If the premises relate to; construction, manufacturing, heavy industry, transport, government property, agriculture, educational, nursing homes and hospitals, the complaints should be referred to the Health and Safety Executive for NI, for investigation. Complaints relating to all other types of premises should be referred to the Council in which the premises are situated, for investigation. See Appendix 3 for contact details.
26. To facilitate the monitoring of complaints incidents generally, the Parties will log all complaints and the number of ongoing and completed investigations or prosecutions.

Legal Status

27. While this MOU constitutes a statement of mutual intent between the Councils, PSNI and BHP, it does not constitute a legally binding obligation. While each Party has specific responsibilities arising from this MOU, it creates no rights in favour of any Party.

Review Arrangements

28. This MOU will be reviewed each time the 2021 Regulations are reviewed; however, either Party may seek a review of this MOU by request in writing to the other Parties.
29. This MOU may also be revised by any Party by written communication between the Parties; however, no revision shall take place without the agreement of the other Parties. Written notification of any revision from one Party shall be considered by the other Parties within 1 month of notification. A determination of acceptance or rejection of such revisions by the other Parties shall be made and issued to the Parties within that 1-month period.

30. Where the Parties agree to any revision, whether by meeting or in writing, PSNI shall be responsible for making such revisions and recirculating the revised MOU, or appending any revisions to the MOU, to the other Parties.

Dispute Resolution

31. A dispute shall be deemed to have arisen when any Party notifies the other Parties in writing to that effect.
32. The Parties shall use all reasonable efforts to resolve any dispute that may arise under this MOU through good faith negotiations. Each Party shall nominate a senior representative of its management to meet with the SCC at any mutually agreed location to resolve the dispute.
33. If a resolution cannot be reached the matter will be referred to SOLACE or PSNI Gold Commander or Inspector Ashley Wright, BHP.

Termination of Agreement

34. This MOU may be terminated by either of the Parties, and such termination must be in writing to the other Parties and give at least 1 month's notice of termination.
35. Such termination shall not detract from any statutory responsibility for enforcement of the 2020 Regulations by the Councils, PSNI or BHP.

Confidentiality

36. Each Party shall observe confidentiality in relation to shared information which is not already in the public domain.
37. Each Party shall ensure that the information it supplies to the other Parties is subject to appropriate safeguards in order to avoid prejudicing the interests of all parties. All Parties accept that in certain circumstances a duty of confidence may arise and that shall respect legal requirements of confidentiality.
38. It is for the Party providing the information to state what, if any, restrictions there should be upon its use. Each recipient Party shall treat the information it receives in accordance with the restrictions which are specified as to its use.
39. Disclosure of information shall be subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, the Public Records Act and any other relevant legislation and each Party shall be responsible for compliance with its obligations therein.
40. Some information will be subject to statutory or other restrictions, such as the Data Protection Act 2018, The General Data Protection Regulations or the Official Secrets Act 1989, or protecting commercial or other interests, which may mean that there will be restrictions on the category of persons who may have access to the material. Such access shall be determined by the supplier of the information

Operational Arrangements

41. Operational arrangements will be kept under review and may be subject to change. The Parties will liaise with one another and provide mutual support as the need arises. Contact details are contained in Appendix 2 and 3.

Media Queries

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42. Where a Party receives a media query, which relates to enforcement responsibilities of more than one Party, any response must be agreed by all Parties to which the query relates prior to issue, wherever possible.

Appendix 1**The Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021****PART 2****RESTRICTIONS RELATING TO PREMISES ETC.****Requirement to close premises**

3(1) For the purposes of this regulation, "listed premises" and "listed businesses" means the premises and businesses listed in Part 1 of Schedule 1.

(2) A person responsible for listed premises or a listed business must close those premises or that business.

(3) Where listed premises or a listed business form part of larger premises or business, the person responsible for those larger premises or business complies with paragraph (1) by closing the listed premises or listed business.

Restrictions on licenced and unlicenced premises

5(1) A person responsible for carrying on a business or a members' club which sells or provides food or drink (whether or not including intoxicating liquor) for consumption on the premises—

[(a) – (c) revoked]

(d) at an event to celebrate a marriage or civil partnership—

(i) must take reasonable steps to ensure that the number of persons (not including children aged 12 or under) seated at any one table is no more than ten; but

(ii) no limit shall apply to the number who may be seated at the table at which the married couple or civil partners are seated;

(da) other than in relation to an event to celebrate a marriage or civil partnership, must take reasonable steps to ensure that the number of persons (not including children aged 12 or under) seated at any one table is no more than—

(i) six if those persons are from more than one household, or

(ii) ten if those persons are from one household or one bubble.

(e) must comply with the duty in regulation 15 (Visitor and Attendee Information) and the duty in regulation 17 (Requirement in relation to social distancing);

(f) must not permit on the premises—

(i) dancing; or

(ii) the provision of music, whether live or recorded, for dancing; or

(iii) live music;

(fa) subparagraphs (f)(i) and (ii) shall not apply to a single dance by the married couple or civil partners at an event to celebrate their marriage or civil partnership, provided that the music is recorded and that it is played at a volume which enables others to conduct conversation at normal loudness of speech;

(g) Sub-paragraph (f)(iii) shall not apply to music at a marriage ceremony or civil partnership ceremony;

(h) must carry out a risk assessment which complies with the requirements of regulation 9(5)(a) and which determines—

- (i) the maximum number of persons who may be seated in each part of the premises; and
- (ii) the volume at which any background or ambient music will be played so as to enable visitors to conduct conversation at normal loudness of speech;
- (i) must retain the risk assessment referred to in subparagraph (h) on the premises and make it available immediately for inspection by visitors to the premises or to a relevant person on request;
- (i) must take all reasonable measures to limit the risk of transmission of the coronavirus in accordance with regulation 9(5)(b);
- (j) must display prominently, at each part of the premises, the maximum number of persons who may be seated in that part of the premises;
- (k) must permit orders for food or drink (including intoxicating liquor) to be placed only by persons seated at a table;
- (l) must not permit the consumption of food or drink (including intoxicating liquor) by visitors to the premises on the premises other than by a person seated at a table; and
- (m) must not permit a visitor to move within the premises other than to enter or exit the premises, access a table, make a payment, visit premises in accordance with regulation 9(4)(g), or access and use toilet, baby changing or breast feeding facilities or a smoking area.

Restrictions on tourist accommodation

6. A person responsible for carrying on the business of, providing the service of, or operating any tourist accommodation must take reasonable steps to—
- (a) comply with the duty in regulation 15 (Visitor and Attendee Information); and
 - (b) ensure that guests in each separate accommodation unit comply with the duty in regulation 12(1) (Restriction on gatherings: private dwellings).

PART 5

REQUIREMENTS ETC.

Visitor and Attendee Information

- 15(1) This regulation applies to a person—
- (a) providing close contact services (see regulation 16);
 - (b) carrying on a business of selling or providing food or drink (including intoxicating liquor) for consumption on the premises (see regulation 5);
 - (ba) responsible for an indoor attraction including an amusement arcade, a bingo hall, a museum, a gallery or a cinema;
 - (bb) responsible for an indoor swimming or diving pool;
 - (bc) responsible for an indoor sports or exercise facility including a soft play area, a leisure centre, a gym, an equestrian centre, a venue relating to motor sport or an activity centre;
 - (bd) responsible for carrying on the business of, providing the service of, or operating any tourist accommodation;
 - (c) responsible for organising or operating a gathering which is a marriage ceremony or a civil partnership ceremony (see regulation 9). or

(d) responsible for organising or operating a gathering which is a visit for the purposes of viewing the facilities of a place where a marriage ceremony or civil partnership ceremony may take place, as permitted by regulation 9(4)(g).

(2) A person to whom this regulation applies must—

- (a) where visitor or attendee information is not provided in advance, obtain that information at the time of the visit or attendance;
- (b) record that information in a filing system (which may be an electronic system) suitable for recording, storing and retrieving the information;
- (c) retain that information for a period of 21 days beginning with the date on which the visit or attendance took place; and
- (d) destroy that information as soon as reasonably practicable after the expiry of that period unless there is some other lawful basis for its retention.

(3) A person to whom this regulation applies must provide visitor and attendee information to a relevant officer as soon as reasonably practicable and, in any event, within 24 hours of a relevant officer requesting it for the purpose of—

- (a) preventing a threat to public health resulting from the spread of infection or contamination with coronavirus; and
- (b) monitoring its spread and incidence.

(4) "Visitor and attendee information" means—

- (a) the name and telephone number of each visitor and attendee over the age of 16; and
- (b) the date of their visit or attendance and the time of their arrival.

Restrictions on close contact services

16(1) A person must not provide a close contact service unless an appointment to provide the service has been booked in advance by on-line communication, telephone, text or electronic messaging.

(2) A person providing a close contact service must comply with the duty in Regulation 15 (Visitor and Attendee Information).

(3) Paragraphs (1) and (2) do not apply to a close contact service where it is—

- (a) provided for the purpose of film or television production;
- (b) ancillary to medical, health and social care services; or
- (c) driving instruction for the test of competence to drive a vehicle provided by, or on behalf of, the Police Service of Northern Ireland, the Northern Ireland Ambulance Service Health and Social Care Trust, or the Northern Ireland Fire and Rescue Board.

Requirement in relation to social distancing

17.—(1) A person responsible for the organisation or operation of a relevant place or a relevant hospitality venue (P) must take reasonable measures to ensure that P's servants and agents, and visitors to the place, comply with social distancing measures at all times.

(2) "Relevant place" means—

- (a) a shop;
- (b) an enclosed shopping centre and for these purposes premises are "enclosed" if they would be considered enclosed or substantially enclosed for the purposes of regulation 2 of the Smoke-free (Premises, Vehicle Operators and Penalty Notices) Regulations (Northern Ireland) 2007.

(2A) "Relevant hospitality venue" means—

- (a) the premises of a business or a members' club which sells or provides food or drink (whether or not including intoxicating liquor) for consumption on the premises and which is permitted to operate in accordance with regulation 5 (Restrictions on licenced and unlicenced premises); or
- (b) an indoor attraction including an amusement arcade, a bingo hall, a museum, a gallery or a cinema.

(2B) "Social distance" means one metre in a relevant hospitality venue and two metres in a relevant place.

(3) "Social distancing measures" means measures for the purpose of minimising the risk of exposure to, or spread of, coronavirus and includes ensuring—

- (a) that P's servants and agents, and visitors to a relevant place or a relevant hospitality venue, are provided with information on how to minimise the risk of exposure to and the spread of coronavirus;
- (b) that the persons referred to in paragraph (a) maintain a social distance from each other (unless members of the same) household, a bubble or a party seated at the same table in accordance with regulation 5(1)(d) by altering the layout of a relevant place or a relevant hospitality venue including those parts to which visitors do not customarily have access, managing and controlling the use of points of access and egress, shared facilities (such as toilets) and managing and controlling the means of moving from one part of a relevant place or a relevant hospitality venue to another;
- (c) that persons waiting to enter a relevant place or a relevant hospitality venue maintain a social distance from each other (unless members of the same household or a bubble);
- (d) that a relevant place is regularly cleaned, hygiene is maintained and in particular points or places which are likely to be used frequently by servants, agents and visitors (such as entry barriers and gates and card terminals) are regularly sanitised.

(4) Where it is not reasonably practicable for a social distance to be maintained, P must take reasonable steps to ensure that—

- (a) close face to face contact between persons is limited;
- (b) barriers or screens are installed and maintained; and
- (c) personal protective equipment is used where appropriate and is made readily available.

Appendix 2**Contact Details for complaints referral to Councils**

Council	Email address/telephone number
Belfast City Council	envhealth@belfastcity.gov.uk 028 9027 0428
Lisburn and Castlereagh District Council	ehealth@lisburncastlereagh.gov.uk 028 9244 7300
Ards & North Down Borough Council	Covid19Enquiries@ardsandnorthdown.gov.uk 0300 013 3333
Mid & East Antrim Borough Council	mea.envhealth@midandeastantrim.gov.uk 0300 124 5000
Causeway Coast & Glens Borough Council	healthandsafety@causewaycoastandglens.gov.uk 028 2766 0233
Antrim & Newtownabbey Borough Council	envhealth@antrimandnewtownabbey.gov.uk 028 9034 0160
Armagh City, Banbridge and Craigavon Borough Council	ehealth@armaghbanbridgecraigavon.gov.uk 0300 030 0900
Newry, Mourne & Down District Council	ehealth@nmandd.org 0330 137 4024
Fermanagh and Omagh District Council	eh@fermanaghomagh.com 0300 303 1777
Derry City & Strabane District Council	healthandsafety@derrystrabane.com , 028 7125 3253
Mid Ulster District Council	environmentalhealth@midulstercouncil.org 0300 013 2132

Emails will only be responded to during office hours, Monday to Friday, 9am to 5pm.

Contact Details for complaints referral to PSNI

Online PSNI portal or by ringing 101

Contact Details for complaints referral to BHP

Tel: 028 9055 3000

Contact Details for complaints referral Health and Safety Executive for NI

Email: mail@hse.gov.uk or telephone: 0800 0320 121

Appendix 3**Council Contact details for liaison/operational issues**

Council	Lead Officer details	Deputy Officer details
Belfast City Council	Mark McGovern 07713684708 mcgovernm@belfastcity.gov.uk	Carole Ann McCrory 07875015145 mccroryc@belfastcity.gov.uk
Lisburn and Castlereagh District Council	Richard Harvey 07739948570 richard.harvey@lisburncastlereagh.gov.uk	Gareth Lennox 07739948571 Gareth.lennox@lisburncastlereagh.gov.uk
Ards & North Down Borough Council	Marcus Potts marcus.potts@ardsandnorthdown.gov.uk 07734580480	Hazel McKee hazel.mckee@ardsandnorthdown.gov.uk 07464654233
Mid & East Antrim Borough Council	Elise Logan elise.logan@midandeastantrim.gov.uk 02825633131	Owen Fulton owen.fulton@midandeastantrim.gov.uk 02825633130
Causeway Coast & Glens Borough Council	Bryan Edgar Bryan.Edgar@causewaycoastandglens.gov.uk 07809552931	Sharon McClements, Sharon.McClements@causewaycoastandglens.gov.uk 07490565523 Amber Holmes Amber.Holmes@causewaycoastandglens.gov.uk 07711087772
Antrim & Newtownabbey Borough Council	Colin Kelly colin.kelly@antrimandnewtownabbey.gov.uk 07884 362730	Karen Allen karen.allen@antrimandnewtownabbey.gov.uk 07818 077797
Armagh City, Banbridge and Craigavon Borough Council	Elizabeth Reaney elizabeth.reaney@armaghbanbridgecraigavon.gov.uk 0300 0300900 Mobile 07799471156	Gillian Topping Gillian.topping@armaghbanbridgecraigavon.gov.uk Mobile - 07788146350 Additional Office Hour contacts: Peter Girvan peter.girvan@armaghbanbridgecraigavon.gov.uk 0300 0300900

		2. Claire Dawson claire_dawson@armaghbanbridgecraigavon.gov.uk 0300 0300900
Newry, Mourne & Down District Council	Aoibheann McLernon aoibheann.mclernon@nmandd.org 0330 137 4000	Eoin Devlin Eoin.Devlin@nmandd.org 0330 137 4000
Fermanagh and Omagh District Council	Gerry Tierney gerry.tierney@fermanaghomagh.com	Aisling Shortt aisling_shortt@fermanaghomagh.com
Derry City & Strabane District Council	Barry Doherty barry.doherty@derrystrabane.com 07713068552	Paul Rafferty paul.rafferty@derrystrabane.com 07739882420
Mid Ulster District Council	Fiona McClements fiona.mcclements@midulstercouncil.org 07748148703	Melanie Patterson melanie.patterson@midulstercouncil.org 07766740916

PSNI Contact details for liaison/operational issues

<u>Council area</u>	<u>PSNI Lead Officer details</u>	<u>PSNI Deputy Officer details</u>
<u>Belfast City Council</u>	<u>Inspector Gordon Wilkinson, Ext 21841, DDI 02890700841, Email Gordon.wilkinson@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>	<u>Inspector Paul Mahaffy, Ext 67197, DDI 02892589197, Email paul.mahaffy@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>
<u>Lisburn and Castlereagh District Council</u>	<u>Sergeant Garry King, Ext 38029, Email Garry.King@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>	<u>Sergeant Danielle Burke, Ext 27116 Email Danielle.Burke@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>
<u>Ards & North Down Borough Council</u>	<u>Sergeant Hugo Kelly, Ext 67310, DDI: 02891854310, Email hugo.kelly@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>	<u>District Secretariat, Ext 67306/67307, DDI: 02891854306/7, Email ArdsandNorthDown@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>
<u>Mid & East Antrim Borough Council</u>	<u>Inspector Marc Riddell, Ext 86036, Email marc.riddell@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>	<u>Sergeant Stephen Rainey, Ext 63277, DDI 02825667277, Email Stephen.rainey@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>
<u>Causeway Coast & Glens Borough Council</u>	<u>Sergeant Darrell McIvor, Ext 85032, Email Darrell.mcivor@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>	<u>Constable Pete Olphert, Ext 83137 Email PETER.OLPHERT@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>
<u>Antrim & Newtownabbey Borough Council</u>	<u>Sergeant Stevie Moore, Ext 30327, DDI 02890259327, Email Stephen.moore3@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>	<u>Sergeant Niall Rafferty, Ext 83137 Email Niall.Rafferty@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>
<u>Armagh City, Banbridge and Craigavon Borough Council</u>	<u>Insp Duncan McBain, Ext 30855, DDI 02890259855, Email duncan.mcbain@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>	<u>Sergeant Kevin Quinn, Ext 39111 Email KEVIN.QUINN@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>
<u>Newry, Mourne & Down District Council</u>	<u>Sergeant Ryan Duffy, Ext 35255, Email ryan.duffy@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>	<u>Inspector Amanda Ford, Ext 35284 Email Amanda.Ford@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk</u>

<u>Fermanagh and Omagh District Council</u>	<u>Inspector Rory Hoy, Ext 40597, DDI 02866321597, Email</u> rory.hoy@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk	<u>Inspector Darren Fox (Omagh) Ext 41644 DDI 02866321512 Email</u> Darren.fox@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk
<u>Derry City & Strabane District Council</u>	<u>Derry City: Inspector Michael O'Loan, Ext 83020, Email</u> Michael.o'loan@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk	<u>Strabane: Inspector Ken McDermott, Ext 57224, Email</u> ken.mcdermott@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk
<u>Mid Ulster District Council</u>	<u>Magherafelt: Inspector Andrew Archibald, Ext, 40470, DDI 02879399470, Email</u> Andrew.archibald@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk	<u>Inspector Marcus Finlay, Ext 40482, DDI, 02887750451, Email</u> MARCUS.FINLAY@psni.pnn.police.uk SCCTallaCommand@psni.pnn.police.uk

BHP Contact details for liaison/operational issues

<u>Council area</u>	<u>BHP Lead Officer details</u>
<u>Belfast City Council</u>	Sergeant Rosie Watson S.watson@belfast-harbour.co.uk 028 9055 3000

**Signed on behalf of
Belfast City Council:** _____

Name: _____

Grade: _____

Position: _____

Date: _____

**Signed on behalf of
Lisburn and Castlereagh City Council:** _____

Name: _____

Grade: _____

Position: _____

Date: _____

**Signed on behalf of
Ards & North Down Borough Council:** _____

Name: _____

Grade: _____

Position: _____

Date: _____

**Signed on behalf of
Mid & East Antrim Borough Council:** _____

Name: _____

Grade: _____

Position: _____

Date: _____

Signed on behalf of

Causeway Coast & Glens Borough Council: _____

Name:

Grade: _____

Position:

Date:

Signed on behalf of

Antrim & Newtownabbey Borough Council: _____

Name: _____

Grade: _____

Position: _____

Date: _____

Signed on behalf of

Armagh City, Banbridge and Craigavon Borough Council: _____

Name: _____

Grade: _____

Position: _____

Date: _____

Signed on behalf of

Newry, Mourne & Down District Council: _____

Name: _____

Grade: _____

Position: _____

Date: _____

**Signed on behalf of
Fermanagh and Omagh District Council:** _____

Name: _____

Grade: _____

Position: _____

Date: _____

**Signed on behalf of
Derry City & Strabane District Council:** _____

Name: _____

Grade: _____

Position: _____

Date: _____

**Signed on behalf of
Mid Ulster District Council:** _____

Name: _____

Grade: _____

Position: _____

Date: _____

Signed on behalf of
The Police Service of Northern Ireland _____

Name: _____

Rank: _____

Position: _____

Date: _____

Signed on behalf of
The Belfast Harbour Police _____

Name: _____

Rank: _____

Position: _____

Date: _____

Coronavirus Restrictions Information Sharing Agreement

An agreement between District Councils and the Police Service of Northern Ireland to facilitate the effective enforcement of The Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021, through the legitimate, timely and secure sharing of information

Version:	2.0
Status:	Draft
Date of issue:	01/10/2020

Purpose:	The purpose of this agreement is to formalise information sharing arrangements between the eleven District Councils and the Police Service of Northern Ireland enable the legitimate, timely and secure sharing of information to facilitate the effective enforcement of The Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021, as amended.
Partners:	District Councils and the Police Service for Northern Ireland
Date Agreement comes into force:	7 th June 2021
Date for Review of Agreement:	7th October 2021
Agreement drawn up by:	Derry City and Strabane District Council
Location of the Original Agreement:?	

Document history and version control

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Version	Description / amendments	Authorisation	Date of issue
0.1	1 st Draft		26 May 2020
0.2	2 nd Draft		08 June 2020
0.3	3 rd Draft		15 June 2020
1.0	4 th Draft/Final		16 June 2020
1.1	1 st . Draft Amendment		29 September 2020
1.2	2 nd Draft Amendment		01 October 2020
1.3	3 rd Draft Amendment		19 October 2020
2.0	1 st . Revision		06 May 2021
2.1	2 nd Revision		4 th June 2021

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1. Introduction

1. The partners to this Information Sharing Agreement ("ISA") are the District Councils in Northern Ireland ("the Councils"), listed in Appendix 1 (each a "Partner Council"), and the Police Service of Northern Ireland ("PSNI").
2. This ISA has been developed using guidance from the Data Sharing Code of Practice published by the Information Commissioner's Office ("ICO"), currently under review.
3. The lead body for the development, implementation and review of this ISA is Environmental Health Northern Ireland ("EHNI").
4. EHNI is a Heads of Service advisory group of the Society of Local Authority Chief Executives in Northern Ireland ("SOLACE NI").
5. The Chair EHNI has a co-ordinating role with the Councils for matters relating to this ISA and all work arising from it.
6. Once the content of this agreement has been agreed and is deemed acceptable by all parties, the agreement will be signed by the eleven district councils together with the Assistant Chief Constable Alan Todd who will sign it on behalf of PSNI.

2. Background

1. The Councils have been designated under The Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021, as amended ("the Regulations") to enforce the legal requirements in respect of businesses that must remain closed and those businesses which can function subject to certain restrictions.
2. The Regulations have been introduced in response to the serious and imminent threat to public health which is posed by the incidence and spread of severe acute respiratory syndrome coronavirus 2 (SARSCoV-2) in Northern Ireland.
3. All parties have powers of enforcement under regulations 3-6 and 15-17 (see paragraph 1 and Appendix 1) of the 2021 Regulations. However, it is recognised that for consistency purposes PSNI should remain the lead enforcement authority in respect of licensed premises, with the Councils providing assistance in delivering this role. The Councils will remain the lead enforcement authority in respect of retail premises.
4. With the exception of pre-planned inspections, enforcement action will primarily be intelligence led, with the Councils taking the lead in respect of inspections on weekdays during normal office hours and PSNI taking the lead in respect of inspections from TBC until close of business on weekdays and weekends .
5. PSNI will continue to deal with enforcement of the Regulations in relation to individuals, gatherings and non-business premises and venues as set out in the Regulations.
6. There may be occasions when it would be appropriate for the parties to be involved in the same investigation and joint inspections may be arranged between the PSNI and an individual Council.
7. There is, therefore, a shared responsibility for enforcement of the Regulations between the Councils and PSNI as per the respective powers of each body as conferred by the Regulations.

8. The effective enforcement of the Regulations will, therefore, necessitate close cooperation and the sharing of information between the Councils themselves and between the Councils and PSNI, in the interests of protecting public health.
9. The need for the sharing of such information may arise in a number of ways, including:
 - A Council or PSNI may receive a complaint or enquiry, in error, which is the responsibility of another Partner council or PSNI or a combination of both, necessitating the sharing of that information.
 - Council officers may need to request police support when enforcing the Regulations at certain premises or vice versa, necessitating once again the sharing of information in advance of carrying out visits to those premises.
 - Some duty holders will also conduct their business at premises in multiple Council areas and as fixed penalty amounts increase with the number of fixed penalty notices issued against an individual, information on persons who have been issued with a fixed penalty may need to be shared.
 - Where a Prohibition Notice or other formal Notice has been served in respect of premises.
 - Given the dual roles of both Councils and PSNI, both organisations will need to share enforcement information in response to contraventions of the Regulations at premises so as to ensure a consistent, proportionate approach and avoid any duplication of resources.
10. Failure to share necessary information would result in an increased risk to public health.
11. As such information may contain personal data, such as names and contact details of complainants; the sharing process is governed by legislation which must be adhered to in all cases.

3. Purpose of the Agreement

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1. This agreement is designed to facilitate the legitimate, timely and secure sharing of information between the Councils and PSNI, in order to enable the effective administration and enforcement of the Regulations.
2. Each of the Councils and PSNI are committed to working together and when necessary and appropriate, sharing information that will protect public health.
3. Such information may include personal data and this ISA is designed to ensure that the handling of all personal data is in accordance with the relevant data protection requirements and other legal obligations.
4. PSNI and each of the Councils have their own data protection policies for handling personal data inside their respective organisations, which will continue to apply.
5. This ISA supplements those policies in order to enable the sharing of information between the parties to the ISA in order to enforce the Regulations.

4. Lawful Basis for Data Sharing

The legal provision for sharing information under this ISA will derive from those powers and functions as set out in the Regulations. The power of PSNI to share information for its policing purposes is set out in the Police Act (NI) 2000 as amended.

1. In the United Kingdom, the processing of personal data is governed by:
 - The Data Protection Act 2018 ("DPA");
 - The General Data Protection Regulation ("GDPR");
 - The Directive 2002/58/EC (ePrivacy Directive) and/or the Privacy and Electronic Communications (EC Directive) Regulations 2003;
 - Any other applicable law relating to the Processing, privacy and/or use of personal data as applicable to any party to this agreement;
 - Any laws which implement any such laws; and
 - Any laws that replace, extend, re-enact, consolidate or amend any of the foregoing
2. Before sharing any personal information, at least one lawful basis for processing must be identified from a number of provisions. These bases are defined within the above legislation:
 - GDPR (supplemented by Part 2 of DPA) covers the processing of personal information for all non-law enforcement purposes.
 - DPA (Part 3) covers those provisions that relate to the processing of personal data for law enforcement reasons.

Lawful basis for data sharing under this agreement

3. Part 3 of DPA sets out a separate data protection regime for authorities with law enforcement functions when they are processing personal data for law enforcement purposes.
4. The law enforcement purposes are defined under section 31 of DPA as: "The prevention, investigation, detection or prosecution of criminal offences or the execution of criminal penalties, including the safeguarding against and the prevention of threats to public security."

5. Part 3 of the DPA applies to the processing of personal information for law enforcement purposes by 'a competent authority' as per section 29 of the DPA. PSNI is listed as a 'competent authority' under Schedule 7 of the DPA. For the purposes of the Regulations it is considered that the Local Councils are deemed to fall within the meaning of a 'competent authority' by virtue of section 30 (1) (b) of the DPA as they are deemed to have statutory functions pertaining to law enforcement processing for the purposes of the discharge of their functions under the Regulations.
6. As the primary purpose of sharing personal data under this ISA is law enforcement, Part 3 of DPA provides both PSNI and the Councils with the lawful basis for data sharing.
7. Using this lawful basis necessitates that PSNI and Councils comply with the six law enforcement data protection principles detailed in Appendix 3 of this ISA.
8. It will be the responsibility of the parties to the ISA, when personal data is being shared, to ensure there is full compliance with the legal principles set out in the GDPR and DPA, the Human Rights Act 1998 and the Common Law Duty of Confidentiality insofar as they apply to the information sharing taking place under the terms of this agreement.
9. Public interest considerations when sharing information are listed in Appendix 4 to this ISA.
10. The Councils and PSNI must decide whether or not they can or should share information and decisions should be made on a case-by-case basis, using professional judgement taking account of the matters set out in Appendix 3, and Appendix 4.
11. Managerial or legal advice should be sought where necessary.

5. Data that may be Shared

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1. The Council and PSNI must only share information that is relevant and proportionate, based on the merits of each case and in compliance with the requirements of the Regulations.
2. Information will only be used for the purpose for which it was requested and will not be shared with any other party.
3. The following examples of data that may be relevant to enforcement of the Regulations and may be shared, should be used as a non-exhaustive guideline:
 - Incident details
 - Witness statements
 - Photographs / visual images
 - Enforcement action taken under the Regulations against an individual/premises
 - Correspondence from enquirers and complainants
 - Information received by one partner that must be passed to another partner for information and/or investigation
 - Vehicle Registration Details
 - Previous Convictions
 - Notices served
 - Enforcement action which PSNI takes pursuant to Regulation 10, (restrictions on raves and house parties) and regulation 12, (restrictions on gatherings: private dwellings) insofar as is relevant to the Council's statutory function relating to Houses of Multiple Occupation (HMO).

6. Security, Data Handling and Management

1. Where any personal data including Special category and or 'sensitive' personal data is being shared by PSNI it must only be emailed by a secure email route. Any data shared unencrypted via the open internet must be redacted to remove sensitive content.
2. It is critical that a record of the exact information shared **must be** retained by the provider and recipient organisations, i.e. the PSNI or the relevant Partner Council must record the specific information released by whom, to whom and when. This is to ensure the integrity and continuity of any information that maybe used for evidential purposes and this record provides an accurate audit trail in the event of either the PSNI or a Partner Council being challenged. It also provides provenance with regard to the sequence of its formal ownership, custody, storage and sharing. There can be no compromise on this obligation and failure to properly record the process will dilute and weaken the agreement. All Partner Councils and the PSNI must open a file for the sharing of information in respect of this agreement.
3. The primary method of requesting information from PSNI will be completed by e-mail via the email addresses detailed at Appendix 5:
4. The Data Protection legislation requires that personal data is:

Processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures ('integrity and confidentiality').

5. In addition, each organisation must ensure that measures are in place to do everything reasonable to:
 - Make accidental compromise or damage unlikely during transmission by using secure email, storage, handling, use or processing;
 - Deter deliberate compromise;
 - Promote discretion in order to avoid unauthorised access;
 - Information must only be accessed for legitimate purposes in a manner consistent with investigation and enforcement priorities and only where there is a "need to know".

6. Both the Councils and PSNI must hold the personal information provided by party to this agreement and shall process such personal information only for the purposes permitted by the ISA and in accordance with the data protection laws and to an extent consistent with the ISA.

7. Both the Councils and PSNI must ensure that only those of its employees, who require access for lawful business purposes, will be able to view and process the data. All staff will have received appropriate training in data protection awareness to enable them to understand their responsibilities under GDPR and DPA to maintain the security and confidentiality of personal information.

8. No processing will be performed by a sub-contracting organisation without the knowledge and agreement of the parties involved.

7. Subject Access (SAR), Freedom of Information (FOIA) & Environmental Information Regulations (EIR)

1. The Councils and PSNI must have their own information governance protocols and guidelines and these should also be adhered to for the purposes of investigation and enforcement under the Regulations.
2. These will include how to process requests for information under the DPA, Freedom of Information Act 2000 ("FOIA") or the Environmental Information Regulations 2004 ("EIR"). These must be dealt with by the party who receives the request.
3. Where information held is relevant to the request and is identified as having originated from the PSNI, another Council or organisation, it will be the responsibility of the receiving party to contact the originator of the data to seek views and to consult as to whether that body considers an exemption applies under the provisions of either the DPA, FOIA or EIR. It will be the responsibility of the organisation who receives the request to process it and to respond. The receiving party should be mindful that they must respond to requests within 1 calendar month calendar days under the DPA and 20 working days under the FOIA and EIR. All organisations will adhere to the guidelines on consultation set out in Code of Practice issued under section 45 of the FOIA. .
4. The responsibility to deal with a request for personal data, general information or environmental information will rest with the agency who receives it. Information must not be disclosed to any other person without prior consideration from the originating sources.

8. Breaches

1. A breach of the proper handling of personal data may seriously undermine and affect the credibility of the sharing of information for investigations and enforcement under the Regulations. It may also be a breach of the DPA and may attract enforcement action by the ICO.
2. The Councils and PSNI will ensure that staff are aware they may be subject to disciplinary action and/or legal proceedings if they unlawfully or without appropriate authority disclose personal data on a basis that cannot be justified on legal grounds.
3. If it is believed that information supplied by an organisation has been lost or inadvertently disclosed, a data loss/incident response plan must be engaged. The Councils or PSNI upon discovering any breach of the Data Protection legislation involving information shared must inform the relevant party to this agreement and provide full and comprehensive details of the breach. Where information originated from PSNI, PSNI must be informed immediately.
4. All organisations must ensure they are familiar with the ICO guidance on data security breach management and its guidance on how and when to notify the ICO in the event of a breach.
5. Whoever is responsible for the breach may be accountable and ultimately subject to any potential enforcement action recommended by the ICO after an investigation.

9. Training

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1. The Councils and PSNI will ensure that members of their staff who are involved in sharing information will have received adequate information and training in relation to their responsibilities and obligations imposed by this ISA.

10. Complaints regarding Information Sharing

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1. Complaints related to the processes and procedures (information sharing) should be submitted in writing by the complainant.
2. If the complaint relates to the procedure listed within this ISA, then whoever receives the complaint must immediately bring this to the attention of the Chair EHNI.
3. Chair EHNI will acknowledge the complaint and convene an immediate meeting of those involved to agree on how best to proceed. Chair EHNI must respond within 20 working days of receipt, where possible.
4. Should the complaint be against a specific Partner Council, as opposed to the actual sharing of information, the initial complaint should be sent directly to the designated officer for that Council and dealt with via that Council's complaints procedure.

11. Retention and Review

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1. The information processed in relation to investigations and enforcement under the Regulations will be retained in line with the PSNI and each Partner Council's Records Retention and Disposal (RRD) Schedule.
2. The information Sharing Agreement will be reviewed by the Chair EHNI after 3 months. The ISA may be reviewed sooner should there be changes to legislation or other exceptional circumstances. All changes to the ISA are to be agreed and approved by all parties to the agreement prior to the changes taking place.

12. Withdrawals

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1. The designated officer for any Partner Council who wishes to withdraw from this ISA must inform Chair EHNI in writing. Chair EHNI will inform the relevant Council liaison officers and the PSNI in writing.
2. Information processed by the leaving Partner Council, which is no longer relevant should be destroyed in accordance with the respective Partner Council's guidelines.

13. Agreement

This Agreement is made on 7th June 2021 between PSNI the Partner Councils listed in Appendix 1.

We the undersigned agree that we will:

- Be bound by the terms of this agreement ;
- Use the information only for the purposes stated;
- Keep the data for no longer than is necessary;
- Provide access to the minimum number of people for fulfilling the purpose;
- Maintain a current list of those with access to the information;

Each party to this agreement will not pass on or disclose any of the information provided to them to any Third Party unless required to by law.

Material changes to the agreement may be made only with the consent of all parties.

Signed on behalf of the PSNI

Signed on behalf of PSNI

The Belfast Harbour

Police _____

Department: _____

Name: _____

Name: _____

Rank: _____

Grade/Title: _____

Position: _____

Date: _____

Date: _____

Signed on behalf of Partner Councils**Signed on behalf of Councils**

Organisation: ***Antrim and Newtownards Borough Council***

Name:

Position/Title:

Date: _____

Organisation: ***Ards and North Down Borough Council***

Name:

Position/Title:

Date: _____

Signed on behalf of Partner Councils

Organisation: ***Armagh City, Banbridge and
Craigavon Borough Council***

Name:

Position/Title:

Date: _____

Signed on behalf of Partner CouncilsOrganisation: ***Belfast City Council***

Name:

Position/Title:

Date: _____

Signed on behalf of Partner CouncilsOrganisation: ***Causeway Coast and Glens Borough Council***

Name:

Position/Title:

Date: _____

Signed on behalf of Partner CouncilsOrganisation: ***Derry City and Strabane District Council***

Name:

Position/Title:

Date: _____

Signed on behalf of Partner CouncilsOrganisation: ***Fermanagh and Omagh District Council***

Name:

Position/Title:

Date: _____

Signed on behalf of Partner CouncilsOrganisation: ***Lisburn and Castlereagh City Council***

Name:

Position/Title:

Date: _____

Signed on behalf of Partner CouncilsOrganisation: ***Mid and East Antrim Borough Council***

Name:

Position/Title:

Date: _____

Signed on behalf of Partner Councils

Organisation: *Mid Ulster District Council*

Name:

Position/Title:

Date: _____

Signed on behalf of Partner Councils

Organisation: *Newry Mourne and Down District Council*

Name:

Position/Title:

Date: _____

Appendix 1

Partner Councils

The following Councils are a party to this agreement:

- Antrim and Newtownabbey Borough Council
- Ards and North Down Borough Council
- Armagh City, Banbridge and Craigavon Borough Council
- Belfast City Council
- Causeway Coast and Glens Borough Council
- Derry City and Strabane District Council
- Fermanagh and Omagh District Council
- Lisburn and Castlereagh City Council
- Mid and East Antrim Borough Council
- Mid Ulster District Council

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

Appendix 2

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PSNI enforcement responsibilities in relation to the Regulations

PSNI will maintain responsibility for the investigations and enforcement under the Regulations in relation to those matters more specifically set out in a Memorandum of Understanding entered into between PSNI and the Partner Councils in relation to the enforcement responsibilities under the Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2021 as amended to protect Public Health.

Appendix 3

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The Law Enforcement Data Protection Principles

1. Processing of personal data for any of the law enforcement purposes must be lawful and fair.
2. The law enforcement purpose for which personal data is collected on any occasion must be specified, explicit and legitimate, and;

Personal data collected must not be processed in a manner that is incompatible with the purpose for which it was originally collected.

3. Personal data processed for any of the law enforcement purposes must be adequate, relevant and not excessive in relation to the purpose for which it is processed.
4. Personal data processed for any of the law enforcement purposes must be accurate and, where necessary, kept up to date, and; Every reasonable step must be taken to ensure that personal data that is inaccurate, having regard to the law enforcement purpose for which it is processed, is erased or rectified without delay.
5. Personal data processed for any of the law enforcement purposes must be kept for no longer than is necessary for the purpose for which it is processed. Appropriate time limits must be established for the periodic review of the need for the continued storage of personal data for any of the law enforcement purposes.
6. Personal data processed for any of the law enforcement purposes must be processed in a manner that ensures appropriate security of the personal data, using appropriate technical or organisational measures (and, in this principle, "appropriate security" includes protection against unauthorised or unlawful processing and against accidental loss, destruction or damage).

Appendix 4

Public interest considerations when sharing information

The following points must be considered before sharing information:

- The right to confidentiality and the public interest in upholding this right;
- Proportionate Response;
- Respective risks to those affected;
- Passing need;
- Need to know of other agencies; and
- Public interest in disclosure.

Public Interest criteria includes:

- The prevention and detection of crime;
- The prevention / detection of crime and / or apprehension or prosecution of offenders;
- For the exercise of functions necessary for compliance with a legal obligation to which the controller is subject;
- Necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;
- In accordance with a court order; and
- Common Law Duty of Confidentiality.

When judging public interest the following should be considered:

- Is the intended disclosure proportionate to the intended aim;
- What is the impact of disclosure likely to be on an alleged offender or victim;
- Is there another equally effective means of achieving the same aim;
- Is the disclosure necessary to prevent or detect crime and uphold the rights and freedoms of the public;
- Is it necessary to disclose the information to protect an animal; and
- The rule of proportionality should be applied to ensure that a fair balance is achieved between the public interest and the rights of the data subject.

Appendix 5

PSNI Contact details for liaison/operational issues

Council area	PSNI Lead Officer details	PSNI Deputy Officer details
Belfast City Council	Inspector Gordon Wilkinson, Ext 21841, DDI 02890700841, Email Gordon.wilkinson@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	Inspector Paul Mahaffy, Ext 67197, DDI 02892589197, Email paul.mahaffy@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk
Lisburn and Castlereagh District Council	Sergeant Garry King, Ext 38029, Email Garry.King@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	
Ards & North Down Borough Council	Sergeant Hugo Kelly, Ext 67310, DDI: 02891854310, Email hugo.kelly@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	
Mid & East Antrim Borough Council	Inspector Marc Riddell, Ext 86036, Email marc.riddell@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	Sergeant Stephen Rainey, Ext 63277, DDI 02825667277, Email Stephen.rainey@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk
Causeway Coast & Glens Borough Council	Sergeant Darrell McIvor, Ext 85032, Email Darrell.mcivor@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	
Antrim & Newtownabbey Borough Council	Sergeant Stevie Moore, Ext 30327, DDI 02890259327, Email Stephen.moore3@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	
Armagh City, Banbridge and Craigavon	Insp Duncan McBain, Ext 30855, DDI 02890259855, Email duncan.mcbain@psni.pnn.police.uk	

Borough Council	SCCTallaCommnad@psni.pnn.police.uk	
Newry, Mourne & Down District Council	Sergeant Ryan Duffy, Ext 35255, Email ryan.duffy@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	
Fermanagh and Omagh District Council	Inspector Rory Hoy, Ext 40597, DDI 02866321597, Email rory.hoy@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	
Derry City & Strabane District Council	Derry City: Inspector Michael O'Loan, Ext 83020, Email Michael.o'loan@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	Strabane: Inspector Ken McDermott, Ext 57224, Email ken.mcdermott@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk
Mid Ulster District Council	Magherafelt: Inspector Andrew Archibald, Ext, 40470, DDI 02879399470, Email Andrew.archibald@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk	Dungannon: Insp Daniel Walsh, Ext 52084, Email Daniel.walsh@psni.pnn.police.uk Dungannon: Insp Joanne Gibson, Ext 42543, DDI, 02887750543, Email Joanne.gibson@psni.pnn.police.uk SCCTallaCommnad@psni.pnn.police.uk

Council Contact details for liaison/operational issues

Council	Lead Officer details	Deputy Officer details
Belfast City Council	Mark McGovern 07713684708 mcgovernm@belfastcity.gov.uk	Carole Ann McCrory 07875015145 mccroryc@belfastcity.gov.uk
Lisburn and Castlereagh City Council	Richard Harvey 07739948570 richard.harvey@lisburncastlereagh.gov.uk	Gareth Lennox 07739948571 Gareth.lennox@lisburncastlereagh.gov.uk
Ards & North Down Borough Council	Marcus Potts marcus.potts@ardsandnorthdown.gov.uk 07734580480	Hazel McKee hazel.mckee@ardsandnorthdown.gov.uk 07464654233
Mid & East Antrim Borough Council	Elise Logan elise.logan@midandeastantrim.gov.uk 02825633131	Owen Fulton, owen.fulton@midandeastantrim.gov.uk , 028 2826 2376
Causeway Coast & Glens Borough Council	Bryan Edgar Bryan.Edgar@causewaycoastandglens.gov.uk 07809552931	Sharon McClements, Sharon.McClements@causewaycoastandglens.gov.uk 07490565523 Amber Holmes Amber.Holmes@causewaycoastandglens.gov.uk 07711087772

Antrim & Newtownabbey Borough Council	Colin Kelly colin.kelly@antrimandnewtownabbey.gov.uk	Karen Allen karen.allen@antrimandnewtownabbey.gov.uk Julie Neill julie.neill@antrimandnewtownabbey.gov.uk
Armagh City, Banbridge and Craigavon Borough Council	Elizabeth Reaney elizabeth.reaney@armaghbanbridgecraigavon.gov.uk 0300 0300900 Mobile 07799471156	Gillian Topping Gillian.topping@armaghbanbridgecraigavon.gov.uk Mobile – 07788146350 Additional Office Hour contacts: Peter Girvan peter.girvan@armaghbanbridgecraigavon.gov.uk 0300 0300900 Claire Dawson claire.dawson@armaghbanbridgecraigavon.gov.uk 0300 0300900
Newry, Mourne & Down District Council	Aoibheann McLernon aoibheann.mclernon@nmandd.org 0330 137 4000	Eoin Devlin Eoin.Devlin@nmandd.org 0330 137 4000
Fermanagh and Omagh District Council	Gerry Tierney gerry.tierney@fermanaghomagh.com	Aisling Shortt aisling.shortt@fermanaghomagh.com
Derry City & Strabane District Council	Barry Doherty barry.doherty@derrystrabane.com 07713068552	Paul Rafferty paul.rafferty@derrystrabane.com 07739882420
Mid Ulster District Council	Fiona McClements fiona.mcclements@midulstercouncil.org 07748148703	Melanie Patterson melanie.patterson@midulstercouncil.org 07766740916

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Report to:	Active Health and Communities Committee (AHC)
Date of Meeting:	21 st June 2021
Subject:	Summer Activity Programme 2021
Reporting Officer (Including Job Title):	Paul Tamati, Assistant Director: Leisure and Sport
Contact Officer (Including Job Title):	Conor Haughey, Head of Outdoor Leisure

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

	For decision	For noting only	x
1.0	Purpose and Background		
1.1	<p>The purpose of this report is for AHC committee to note the restricted Summer Activity Programme planned for July and August 2021 as per appendix 1.</p> <p>Due to COVID-19 a restricted summer activity programme is planned for July and August 2021</p> <p>The introduction of an enhanced and alternative summer activity programme was planned for July and August 2020, however due to COVID-19 this programme was cancelled.</p> <p>In December 2019 a report proposing an alternative and enhanced Summer Activity Programme for July and August 2020 was agreed by AHC Committee and subsequently ratified at full Council.</p>		
2.0	Key issues		
2.1	<p>The planning for this year's summer activity programme has been impacted by the uncertainty surrounding COVID-19 restrictions and the dates of the announcements of these restrictions to be able to establish key programme content, capacities, facilities (indoor vs outdoor), and subsequently establish booking arrangements, advertise and market the programme.</p> <p>As a result of the above challenges a restricted summer activity programme has been established for July and August 2021 as per appendix 1.</p>		
3.0	Recommendations		
3.1	<p>That AHC Committee note the summer activity programme for July and August 2021 as per appendix 1, subject to COVID-19 restrictions.</p>		
4.0	Resource implications		
4.1			

	<p>Revenue/Payroll: There are no anticipated revenue or payroll budget implications associated with this report. All revenue and payroll budgets have been secured as part of the 2021/22 rates estimates process.</p> <p>Capital: There are no anticipated Capital budget implications associated with this report.</p>
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><i>Proposal initiating consultation</i></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	Due regard to Rural Needs (please tick all that apply)
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>

	Rural Needs Impact Assessment completed	<input type="checkbox"/>
	If no, please complete the following:	
	The policy / strategy / plan / public service is not influenced by rural needs	<input type="checkbox"/>
7.0	Appendices	
	Appendix 1: Be Active Summer Activity Programme 2021	
8.0	Background Documents	
	AHC Committee Report December 2019	

NMDDC 'Be Active Summer Activity Programme 2021'

Subject to Change and COVID-19 Restrictions

Sports Coaches Development Programme

- **Age Range:** 16-21
- **Locations:** Newry LC, Downpatrick LC, Kilkeel LC, Newcastle Centre, Ballynahinch Centre, Killyleagh Centre.
- **Length of Programme:** 5 weeks
- **Dates:** Training and induction week 5th – 9th July (coaches will provide support for multi-sports sessions)
- **For further information contact:** Colleen Morrison, Sports Development Officer : Direct Line: 03301374389/Mobile: 07799893745/Email: colleen.morrison@nmandd.org

Multi Sports Sessions

- **Age Range:** p1-p7
- **Locations:** Newry LC, Downpatrick LC, Kilkeel LC, Newcastle Centre, Ballynahinch Centre, Killyleagh Centre.
- **Length of Programme:** 4 weeks
- **Dates:** Weeks commencing 19th, 26th July & 2nd, 9th August 2021.
- **Times:** 10am – 12pm – p1-p3 (x1 session) 1pm – 3pm – p4-p7 (x1 session)
- **Price:** £10 per week
- **Booking Requirements:** Registering and Payments via online/App for each site.
- **Registration T&Cs:** Will be available to all at time of booking
- **Available Places**
 1. **Newry Leisure Centre:** 60 per day (30 per session)
 2. **Downpatrick Leisure Centre:** 60 per day (30 per session)
 3. **Newcastle Centre:** 50 per day (25 per session)
 4. **Kilkeel Leisure Centre:** 60 per day (30 per session)
 5. **Ballynahinch Centre:** 60 per day (30 per session)
 6. **Killyleagh Centre:** 60 per day (30 per session)

Pop up Play Sessions

- **Age Range:** 4 years to 11 years
- **Locations:** TBC – Based in green areas across the District
- **Dates:** July and August 2021
- **Times:** 2 hour sessions
- **Price:** Free
- **Booking Requirements:** Drop in – outdoor settings – registration taken on the day for track and trace purposes
- **Registration T&Cs:** Available online via promotional material

Inclusive and Disability 'Wheelie Active Programme'

- **Newry Leisure Centre**
 - **Dates:** Tuesday 27th July, Thursday 29th July & Tuesday 10th August, Thursday 12th August 2021.
 - **Time:** 3.30pm – 5pm
 - **Price:** £2 per session
 - **Booking:** Drop In – max 30 per session
- **Downpatrick Leisure Centre**
 - **Dates:** Tuesday 27th July, Thursday 29th July & Tuesday 10th August, Thursday 12th August 2021.
 - **Time:** 3.30pm – 5pm
 - **Price:** £2 per session
 - **Booking:** Drop In – max 30 per session

Teen Activity Week

- **Age Range:** 12-15
- **Locations:** Newry LC, Downpatrick LC
- **Length of Programme:** 1 week
- **Dates:** 16th – 20th August 2021
- **Time:** 11am-1pm (multi sports sessions) 2-4pm (Netball skills sessions)
- **Price:** £10 per week
- **Booking Requirements:** Registering and Payments via online/App for each site.
- **Registration T&Cs:** Will be available to all at time of booking
- **Available Places**
 - **Newry Leisure Centre:** 60 per day (30 per session)
 - **Downpatrick Leisure Centre:** 60 per day (30 per session)

Autism Friendly Swim Sessions

- **Age Range:** Normal Admissions Apply
- **Locations:** Newry LC, Downpatrick LC, Kilkeel LC, Tropicana.
- **Dates:** Standard programme on-going

- **Times:**
 - Downpatrick Leisure Centre: Thursday's 5.30pm-6.30pm
 - Newry Leisure Centre: Sunday's 10am-11am
 - Killeel Leisure Centre: Friday's 5.30pm to 6.30pm
 - Newcastle Tropicana: Friday's 12pm-1.30pm
- **Price:** Normal admission criteria applies.
- **Booking Requirements:** Online/App booking for each site.

Further Leisure Specific Programmes and Community Programmes to be established to further enhance this programme.