# A

**Minutes of Meeting of Policy and Resources Committee of Mid Ulster District Council held on Wednesday 11 May 2016 in the Council Offices, Burn Road, Cookstown**

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|---|---|
| **Members Present** | Councillor S McGuigan, Chair<br><br>Councillors Ashton, Bateson, Buchanan, Elattar, Forde, Mallaghan, McKinney, Molloy, M Quinn (7.03 pm), T Quinn and Totten |
| **Officers in Attendance** | Mr A Tohill, Chief Executive<br>Mrs AM Campbell, Director of Culture and Leisure<br>Mrs M Canavan, Director of Organisational Development<br>Mrs C McNally, Council Solicitor<br>Mrs U Mezza, Head of Marketing & Communications<br>Mr B O'Hagan, Head of ICT<br>Mr JJ Tohill, Director of Finance<br>Mrs M Grogan, Committee Services Officer |

The meeting commenced at 7.00 pm.

The Chair, Councillor S McGuigan advised the committee as this was his last meeting in the Chair, he wanted to thank officers and members for their support during his term of Chairman of Policy and Resources.

**PR089/16 Apologies**

Councillors Cuddy, Gildernew and McLean.

**PR090/16 Declaration of Interest**

The Chair, Councillor S McGuigan reminded members of their responsibility with regard to declarations of interest.

**PR091/16 Chair's Business**

No business was raised.

**PR092/16 Receive and confirm minutes of the Policy and Resources Committee held on Thursday 7 April 2016**

Proposed by Councillor Buchanan
Seconded by Councillor Molloy and

**Resolved:** That the minutes of the meeting of the Policy & Resources Committee held on Thursday 7 April 2016 (PR066/16 – PR078/16 and PR088/16) were considered and signed as accurate and correct.

**Matters for Decision**

**PR093/16 Policy on Room Hire**

The Director of Culture & Leisure drew attention to the previously circulated report to consider a policy on the provision of meeting rooms for use and hire within its civic offices and facilities to organisations or individuals wishing to hire them.

Councillor Elattar enquired if the Northern Ireland Housing Council would be required to pay the hire charges as some other Councils do not charge.

The Director of Culture & Leisure advised that this would be most likely the case.

Councillor Elattar wanted it recorded that she objected to government agencies like the Northern Ireland Housing Council being charged a fee as each Council should be able to facilitate a meeting on an annual basis free of charge.

The Chair, Councillor S McGuigan suggested that if a member sits on an outside body then they should make a recommendation.

The Chief Executive agreed with Councillor Elattar and said that every avenue should be considered to try and facilitate organisations.

Councillor Mallaghan referred to ICBAN meetings which are held in eight Council venues across the North and South of Ireland, he felt that this Council's refreshment policy should be looked at again as it looks mean compared to other host Councils.

Councillor Ashton felt that if it is a government agency then Councils should be seen to be facilitating them. She referred to the internal hire and said that the same criteria should apply when utilising facilities outside normal opening hours free of charge.

The Director of Culture and Leisure in response to Councillor Ashton's query referred to footnote 4 "*shall be levied the hire charge relevant to the facility, expect where a room in one of the Civic Buildings has been sought but not available"* and felt that this only in exceptional circumstances like night-time this would apply.

Councillor Bateson asked that PCSP be included.

The Chairman, Councillor S McGuigan suggested that members provide the Director of Culture and Leisure with names of outside bodies in which they are elected to sit on before proceeding with the proposed hire charges.

Proposed by Councillor Mallaghan
Seconded by Councillor Forde and

**Resolved:** That it be recommended to the Council to accept the draft Council Policy on Room Hire after amendments are made with members providing the Director of Culture and Leisure with names of outside bodies on which they have been elected to sit on.

*The Director of Culture and Leisure left the meeting at 7.12 pm.*

**PR094/16 Annual Membership of National Association of Councillors**

The Director of Finance drew attention to the previously circulated report to consider for approval the payment of Mid Ulster District Council's annual membership of the National Association of Councillors (NAC) – Northern Ireland Region.

Proposed by Councillor Mallaghan
Seconded by Councillor T Quinn and

**Resolved:** That it be recommended to the Council that approval be granted to the annual membership and payment of the fee of £3,200 for the National Association of Councillors, Northern Ireland Region.

**PR095/16 Policies**

The Director of Organisational Development drew attention to the previously circulated report to seek members approval for:

i) An Equal Opportunities Policy
ii) Policy of Contribution Banding for Mid Ulster District Council.

The Director of Organisational Development referred to the Policy of Contribution Branding for Mid Ulster District Council and advised that the proposed leaving date for the employee would be 31 May 2016 and that they would be required to sign a Non IT1 Agreement through the LRA which affirms their agreement to waive their right to notice and any notice pay due.

Proposed by Councillor T Quinn
Seconded by Councillor Molloy and

**Resolved:** That it be recommended to the Council that approval be given to the Equal Opportunities Policy and Contribution Banding Policy for Mid Ulster District Council.

**PR096/16 Proposal to Integrate Building Control and Finance Income ICT Systems**

The Head of ICT drew attention to the previously circulated report to inform members of the integration of Building Control and Finance income systems as part of the Service Improvement plans for Building Control and Finance.

Proposed by Councillor Mallaghan
Seconded by Councillor Buchanan and

**Resolved:** That it be recommended to the Council that approval be granted to the expenditure and recurring costs to Council in line with the retention of the current Building Control and Finance Systems.

**PR097/16 Proposal for Incorporate Identity Checking within Council**

The Head of ICT drew attention to the previously circulated report and asked members to consider the recommendation on the introduction of a citizen identity verification service.

Councillor Ashton felt that this service will most likely progress regardless so it may be worthwhile considering having a meeting with Newry & Mourne District Council after the completion of their pilot to see how things worked out.

Proposed by Councillor Ashton
Seconded by Councillor Molloy and

**Resolved:** That it be recommended to the Council that Council defer a decision to provide the service until a review of the Pilot in Newry and Mourne District Council is carried out. The Pilot is due to commence in April 2016.

**PR098/16 Transfer of Licence at Burnavon Arts Centre**

The Council Solicitor drew attention to the previously circulated report to seek members' approval in respect of Council Officer's attendance at licensing hearing as a witness on behalf of Mid Ulster District Council.

Proposed by Councillor Molloy
Seconded by Councillor T Quinn and

**Resolved:** That it be recommended to the Council that members approve the attendance of Tony McCance (and/or any other Council Officer that the Council Solicitor deems to be appropriate), to attend the licensing application for the transfer of the licence at Burnavon Arts Centre as a witness and to give evidence on behalf of Mid Ulster District Council.

**PR099/16 Sale of Old Clogher Public Conveniences to Royal British Legion**

The Council Solicitor drew attention to the previously circulated report to seek Members' approval in respect of the disposal of the public conveniences in Clogher to the Royal British Legion and to agree the Contract and Conveyance.

Proposed by Councillor Ashton
Seconded by Councillor McKinney and

**Resolved:** That it be recommended to the Council that approval be granted in respect of the disposal of the public conveniences in Clogher to the Royal British Legion and to agree the Contract and Conveyance, subject to a later completion date of 26th May 2016.

**PR100/16 Northern Ireland Rural Development Programme 2014-2020**

The Council Solicitor drew attention to the previously circulated report to seek Members' approval to enter into contracts with DARD and LAG in order to administer Priority 6 LEADER schemes of the Northern Ireland Rural Development Strategy for the Mid Ulster District Council ("the Council") area. Members are asked to review the contract in Annex 3 for information.

Proposed by Councillor S McGuigan
Seconded by Councillor Forde

**Resolved:** That it be recommended to the Council that approval be granted for signing the following:

a) Contract between the Council and Mid Ulster Rural Development Partnership for the purpose of administering Priority 6 LEADER Schemes of the NI Rural Development Programme in the Council area (Annex 1).
b) LEADER Service Level Agreement between DARD and the Council (Annex 2).

The Chief Executive advised that the following Service Improvement Plans have been prepared by Officers across the nineteen areas of Council outlining responsibility, performance, stakeholders, budgetary, staff compliments and structure and indicating where improvements are going to be made. He said that a lot of work has been put into the preparation of the plans in trying to improve performance for ratepayers in the Mid Ulster District Council area.

**PR101/16 Service Improvement Plan 2016/17 – Legal Services**

The Council Solicitor drew attention to the previously circulated report to seek Members' approval in respect of the Service Improvement Plan 2016/17 for Legal Services.

Proposed by Councillor Molloy
Seconded by Councillor Ashton and

**Resolved:** That it be recommended to the Council that approval be granted for the Service Improvement Plan for Legal Services.

**PR102/16 Democratic Services: 2016/17 Service Improvement Plan**

The Head of Democratic Services drew attention to the previously circulated report to seek Members' approval in respect of the Service Improvement Plan 2016/17 for Democratic Services.

Proposed by Councillor Molloy
Seconded by Councillor Ashton and

**Resolved:** That it be recommended to the Council that approval be granted for the Service Improvement Plan for Democratic Services.

**PR103/16 Marketing & Communications: 2016/17 Service Improvement Plan**

The Head of Marketing & Communications drew attention to the previously circulated report to seek Members' approval in respect of the Service Improvement Plan 2016/17 for Marketing & Communications.

Proposed by Councillor Molloy
Seconded by Councillor Ashton and

**Resolved:** That it be recommended to the Council that approval be granted for the Service Improvement Plan for Marketing & Communications.

**PR104/16 Finance & IT: 2016/17 Service Improvement Plans**

The Director of Finance drew attention to the previously circulated report to seek Members' approval in respect of the Service Improvement Plan 2016/17 for Finance & IT.

Proposed by Councillor Molloy
Seconded by Councillor Ashton and

**Resolved:** That it be recommended to the Council that approval be granted for the Service Improvement Plan for Finance & IT.

**PR105/16 Organisational Development: 2016/17 Service Improvement Plan**

The Director of Organisational Development drew attention to the previously circulated report to seek Members' approval in respect of the Service Improvement Plan 2016/17 for Organisational Development.

Proposed by Councillor Molloy
Seconded by Councillor Ashton and

**Resolved:** That it be recommended to the Council that approval be granted for the Service Improvement Plan for Organisational Development.

**Confidential Business**

Proposed by Councillor Forde
Seconded by Councillor M Quinn and

Resolved: That items (PR106/16 to PR116/16) be taken as confidential business.

*The Council Solicitor left the meeting at 7.30 pm.*

**PR117/16 Duration of Meeting**

The meeting was called for 7.00 pm and ended at 7.50 pm.

CHAIR _____

DATE _____

# B

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

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|---|---|
| **Subject** | **Mid Ulster Business Awards Sponsorship** |
| **Reporting Officer** | **Ursula Mezza** |

| **1** | **Purpose of Report** |
|---|---|
| 1.1 | To consider the opportunity to become a principal sponsor of the Mid Ulster Business Awards. |

| **2** | **Background** |
|---|---|
| 2.1 | The Mid Ulster Mail and Tyrone Times organise the Mid Ulster Business Awards which seek to recognise the achievements of local businesses in a range of 15 categories from Best Retailer to Best Rural Business. |
| 2.2 | The Council was an 'associate sponsor' of the 2015 Mid Ulster Business Awards and has the opportunity to sponsor the awards again in 2016. |

| **3** | **Key Issues** |
|---|---|
| 3.1 | The awards are a high profile event which receive significant media coverage both print and on-line, principally through the Johnston Press group, and offer an opportunity for the Council to send a strong message about its commitment to economic growth and the support for local business. |
| 3.2 | For the first time, the opportunity exists to be a principal sponsor which entitles the Council to be named in the award title (e.g. Mid Ulster Mail Tyrone Times and Mid Ulster District Council) at a cost of £6,500. This cost has been negotiated to £5,000, reflecting a 25% reduction. |
| 3.3 | As well as being the single main sponsor, the option provides associated prominent media coverage, the inclusion of branding on all pre-and post-publicity material, the opportunity to be involved in the judging panel, speaking and messaging opportunities at associated award events (launch, gala dinner) and inclusion in all official photographs and post-event publicity. |
| 3.4 | The option of associate sponsorship, at a cost of £3,500 is also available. |

| **4** | **Resources** |
|---|---|
| 4.1 | **<u>Financial</u>**<br><br>The cost of sponsorship is £5,000 (reduced from £6.5K) which can be met from existing budgets. |

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|---|---|
| 4.2 | **Human**<br><br>N/A |
| 4.3 | **Basis for Professional/ Consultancy Support**<br><br>N/A |
| 4.4 | **Other**<br><br>N/A |

| 5 | **Other Considerations** |
|---|---|
| 5.1 | None |

| **6** | **Recommendations** |
|---|---|
| 6.1 | It is recommended that the Committee considers the option of becoming principal sponsor of the 2016 Mid Ulster Business Awards. |

| **7** | **List of Documents Attached** |
|---|---|
| 7.1 | None. |

# C

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

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|---|---|
| **Subject** | Seamus Heaney HomePlace, Bellaghy **-** Licensing |
| **Reporting Officer** | Claire McNally |

| **1** | **Purpose of Report** |
|---|---|
| 1.1 | To seek Members' approval to apply for the grant of a licence for a place of public entertainment (i.e., a theatre liquor licence) for the Seamus Heaney HomePlace ("the Centre"); and |
| 1.2 | To seek Members' approval in respect of Council officer's attendance at licensing hearing as a witness on behalf of the Council. |

| **2** | **Background** |
|---|---|
| 2.1 | The Seamus Heaney HomePlace is being developed by Mid Ulster District Council as a home for inspiration, echoing the life, literature and legacy of the world-renowned poet, scholar, translator, teacher and Nobel laureate. Visitors will be taken on a journey through Seamus Heaney's life from his childhood and formative years to his adulthood and later achievements. His story will be told through his own words and the words of the people he knew – and who knew him. |
| 2.2 | The building will be over 2,000m$^2$ in area and key elements will include; a theatre and performance space; an interactive exhibition using the latest touch screen, video and audio technology; learning zones for children and adults; community space and a library (controlled access space) containing artefacts and items from Seamus Heaney's personal collection of literature. |
| 2.3 | It is expected that 35,000 visitors, including the literary curious, international tourists, local people, school children and 3$^{rd}$ level students, will attend the centre in year one. A multi-layered arts programme appealing to a range of audiences, from the local and regional to the national and international, will also form a key part to the Centre's activities. |
| 2.4 | This is a flagship project which will have national and international significance. The Council's guiding principle in developing any and all aspects of the Seamus Heaney project is a desire to reflect the ethos of the man himself, both personally and professionally. |

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| 2.5 | A key success factor in the future sustainability of the centre is the quality of the visitor experience. The Council aims to deliver a multi-arts and cultural programme centred in the building's performance space. This will allow visitors to experience everything from poetry and painting to drama and dance in the theatre and performance space. |
| 2.6 | With the new facilities due to complete around the end of July and the opening of the Centre timetabled for the end of September 2016, it would be prudent to apply to the Court for the grant of an Article 5(1)(h) licence for a place of public entertainment (more commonly known as a theatre liquor licence) for the Centre. |
| 2.7 | This licensing application would be in the joint names of the Council and the caterer. |

| **3** | **Key Issues** |
|---|---|
| 3.1 | To ensure that the Centre is licensed when it opens to the public, approval is being sought from the Council to apply to the County Court for a liquor licence. |
| 3.2 | Furthermore, to ensure the Court is satisfied that the Council witness attending the licensing application has authority to provide evidence on behalf of the Council, approval is being sought from the Council in this regard. Brian McCormick, Seamus Heaney HomePlace Manager has been identified as the officer to act as the Council witness in this licensing application. |

| **4** | **Resources** |
|---|---|
| 4.1 | **Financial**<br>Associated Court fees; advertising costs; plus architect fees (indicative costs of between £3k-£5k) |
| 4.2 | **Human**<br>N/A |
| 4.3 | **Basis for Professional/ Consultancy Support**<br>The architect is required to provide certified drawings and to give evidence to the court on the suitability of the Centre to be licensed. |
| 4.4 | **Other**<br>N/A |

| 5 | **Other Considerations** |
|---|---|
| 5.1 | N/A |

| **6** | **Recommendations** |
|---|---|
| 6.1 | That Members' approve that an application for the grant of a licence for a place of public entertainment (i.e., a theatre liquor licence) for the Seamus Heaney HomePlace be progressed; |
| 6.2 | That Members approve the attendance of Brian McCormick (and/or any other Council officer that the Council Solicitor deems to be appropriate), to attend the licensing application(s) for Seamus Heaney HomePlace as a witness and to give evidence on behalf of Mid Ulster District Council. |

| **7** | **List of Documents Attached** |
|---|---|
| | N/A |

# D

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

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|---|---|
| **Subject** | Off Street Car Park – Draft Administrative Order |
| **Reporting Officer** | Claire McNally, Council Solicitor |

| 1 | **Purpose of Report** |
|---|---|
| 1.1 | To seek members' approval in respect of the draft Off Street Car Parks Order in Council at Annex A and to consult and provide notice on same in accordance with the legislation. |

| 2 | **Background** |
|---|---|
| 2.1 | The Off Street Parking (Functions of District Councils) Act (Northern Ireland) 2015 ("the 2015") came in to operation on 1 April 2015. Section 1(1) of the 2015 Act transfers some of the Department for Regional Development's functions in relation to off street car parks in the Mid Ulster District Council area to the Council from 1st April 2015. |
| 2.2 | Those functions that were transferred can be found in Articles 10 to 14 and 25 to 27 of the Road Traffic Regulation (Northern Ireland) Order 1997 ("the 1997 Order"). In summary the functions relate to the power of the Council by way of an order to make provisions for; the use of parking places; the conditions of use; the charges to be applied; the suspension of use for such period(s) and in such circumstances at the Council requires etc. |
| 2.3 | Before making such an Order, the Council must consult with those persons it deems appropriate and also publish notice of its intention to make an order in one paper circulating in the vicinity. A copy of an Order made in this regard must be placed at or near the parking place(s). |

| 3 | **Key Issues** |
|---|---|
| 3.1 | There is already in force the Off Street Parking Order (NI) 2000 as amended, but as the title suggests it is an Order for the whole of Northern Ireland. Schedule 1 to this Order contains the entire suite of the NI off street car parks and it is not user friendly when trying to find those that are in Mid Ulster. |
| 3.2 | It was deemed prudent to replicate the contents of this Order, but to take the opportunity to ensure that it is specific to the Mid Ulster District Council area in that all of the 25 off street car parks for the area is contained within Schedule 1 to the Draft Order. The draft Order also confirms the existing tariffs for all the car parks and it confirms that trading is permitted in Rainey Street Car Park during the ongoing Magherafelt Public Realm works. |
| 3.3 | Members are asked to consider the contents of the draft Order and whether there are any other appropriate persons, other than the following listed, that the Council should consult with prior to making an order:-<br>• Transport NI |

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| 4 | **Resources** |
|---|---|
| 4.1 | **<u>Financial</u>**<br>There will be advertising costs for the public advert estimated to be in the region of £300-£500. |
| 4.2 | **<u>Human</u>** |
| 4.3 | **<u>Basis for Professional/ Consultancy Support</u>** |
| 4.4 | **<u>Other</u>** |

| 5 | **Other Considerations** |
|---|---|
| 5.1 | A similar Report to this will also be taken to June Environment Committee for information purposes. |

| 6 | **Recommendations** |
|---|---|
| 6.1 | To seek Members' approval in respect of the draft Off Street Car Parks Order in Council at Annex A and thereafter to consult and provide notice on same in accordance with the legislation. |

| 7 | **List of Documents Attached** |
|---|---|
| 7.1 | Annex A –The Off-Street Parking (Public Car Parks) Order (MUDC) 2016 (Draft) |

**ANNEX A**

# ORDER IN COUNCIL

## 2016 No. 1

## The Off-Street Parking (Public Car Parks) Order (Mid Ulster District Council) 2016

*Made - - - -* *2016*

*Coming into operation -* *2016*

## ARRANGEMENT OF ORDER

### PART 1
### PRELIMINARY


1. Citation and commencement
2. Interpretation


### PART 2
### USE OF PARKING PLACES


3. Specified parking places
4. Vehicles of a specified class
5. Position in which a vehicle may wait
6. Parking bays for disabled persons' vehicles
7. Parking bays for electric vehicles
8. Maximum period for which a vehicle may wait
9. Use of parking place other than for parking
10. Issue of licences
11. Surrender and revocation of licences


### PART 3
### TARIFFS AND TICKETS


12. Requirement to pay appropriate tariff
13. Payment of charges
14. Pre-paid tickets
15. Use of telephone parking system
16. Display of printed tickets
17. Particulars of ticket
18. Season tickets


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## PART 4
## RESTRICTION ON USE OF VEHICLES AND PARKING PLACES

19. Requirement to stop the engine of a vehicle
20. Trading in a parking place
21. Sounding of horn
22. Driving in a parking place
23. Ball games
24. Miscellaneous activities
25. Means of passage
26. Consumption of intoxicating liquor
27. Use of entrances and exits, and direction of travel
28. Erection of structures and lighting of fires
29. Supermarket trolleys
30. Reserving a parking bay

SCHEDULE 1 — PARKING PLACES
SCHEDULE 2 — TARIFFS

Mid Ulster District Council makes the following Order in Council in exercise of the powers conferred by Articles 10, 11, 13, 14 and 26(1) of the Road Traffic Regulation (Northern Ireland) Order 1997(**a**) ("the 1997 Order"), and now vested in it(**b**).

The Council has consulted such persons as the Council considered appropriate in compliance with paragraphs 1 and 2 of Schedule 4 to the 1997 Order.

# PART 1
## PRELIMINARY

### Citation and commencement

**1.** This Order may be cited as The Off-Street Parking (Public Car Parks) Order (Mid Ulster District Council) 2016 and shall come into operation on 2016.

### Interpretation

**2.** In this Order—

"charging hours" means the period during which the driver is required to pay a charge for the use of a parking place specified in column 1 of Schedule 1 in accordance with the scale of charges set out in column 6 of Schedule 1;

(**a**) S.I. 1997/276 (N.I. 2)
(**b**) Section 1(1) Off-Street Parking (Functions of District Councils) Act (Northern Ireland) 2015

“driver” means the person who whether as owner or otherwise has the charge or control of a vehicle or being present is entitled to give orders to the person having charge or control thereof;

“electric vehicle” means any vehicle which uses one or more electric motors for propulsion;

“electric vehicle charging post” means apparatus which supplies electricity for the charging of electric vehicles;

“hand-held device” means apparatus used by a traffic attendant which is programmed to interface with the telephone parking system;

“intoxicating liquor” means spirits, wine, beer, cider and any fermented, distilled or spirituous liquor with an alcohol content exceeding 1.2 per cent by volume;

“light goods vehicle” means a motor vehicle, constructed or adapted for use for the carriage of goods, the permissible maximum weight of which does not exceed 3.5 tonnes and for the purposes of this Order includes an electric vehicle of this type;

“motor car” means a mechanically propelled vehicle constructed solely for the carriage of passengers and their effects, seating not more than 6 persons in addition to the driver and for the purposes of this Order includes an electric vehicle of this type;

“motor cycle” means a mechanically propelled vehicle not being an invalid carriage or motor car having fewer than 4 wheels and the weight of which unladen does not exceed 410 kgs;

“parking bay” means a space which is marked out in a parking place for the leaving of a vehicle;

“parking charge” means any charge set by the Council for leaving a vehicle in a parking place authorised by this Order.

“parking ticket” means a ticket issued by a ticket machine relating to any parking place for which a charge is made identified in Schedule 1;

“pay and display parking place” means an off-street parking place authorised by this Order where permitted vehicles may park with a parking ticket issued by a ticket machine and displayed in the manner specified in Article 16 or whose driver is a registered driver who has paid the relevant fee via the telephone parking system;

“public service vehicle” means a mechanically propelled vehicle constructed or adapted to carry more than 8 seated passengers in addition to the driver, and used in standing or plying for hire, or used to carry passengers for hire;

“registered driver” means the driver of a vehicle who has, prior to leaving their vehicle in a pay and display parking place, had registered so many of their personal details with a service provider as that service provider may require to enable the telephone parking system to be activated in favour of said driver;

“service provider” means a person or company providing services to or on behalf of the Council;

“telephone parking system” means a system to facilitate and monitor any parking charge paid using any telephone or internet enabled device via communication with the service provider in accordance with instructions indicated on signs located at each pay and display parking place where the system is operational; and

“ticket machine” means an apparatus designed to issue a ticket indicating payment of a charge and the day and time at which it was issued and the number of hours for which it is valid or the date and time at which the ticket expires.

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# PART 2

## USE OF PARKING PLACES

### Specified parking places

**3.** Each area of land specified by name in column 1 of Schedule 1 may be used subject to the provisions of this Order as a parking place for such classes of vehicles during such hours on such days as are specified in relation to that area in Schedule 1.

### Vehicles of a specified class

**4.** Where in Schedule 1 a parking place is described as available for vehicles of a specified class, the driver of a vehicle shall not permit it to wait in that parking place unless it is of the specified class.

### Position in which a vehicle may wait

**5.** The driver of a vehicle shall not permit it to wait in a parking place other than in a position wholly within a parking bay where such has been marked out.

### Parking bays for disabled persons' vehicles

**6.** The driver of a vehicle, other than a disabled person's vehicle, shall not permit it to wait in a parking bay indicated by a sign as being reserved for a disabled person's vehicle.

### Parking bays for electric vehicles

**7.**—(1) The driver of a vehicle, other than an electric vehicle, shall not permit it to wait in a parking bay indicated by a sign as being reserved for an electric vehicle.

(2) An electric vehicle waiting in a parking bay indicated by a sign as being reserved for an electric vehicle shall do so only if it is connected to an electric vehicle charging post.

### Maximum period for which a vehicle may wait

**8.** The driver of a vehicle shall not permit it to wait in a parking place for longer than the maximum period permitted for waiting specified in column 5 of Schedule 1 in relation to that parking place.

### Use of parking place other than for parking

**9.**—(1) The use of part of the parking places specified in Schedule 1 for advertising is authorised in accordance with a licence issued by the Council.

(2) The use of part of the parking places specified in Schedule 1 for displaying information to the public is authorised in accordance with a licence issued by the Council.

(3) The use of part of the parking places specified in Schedule 1 for the collection of recyclable materials is authorised in accordance with a licence issued by the Council.

### Issue of licences

**10.**—(1) A Registered Charity may apply to the Council for the issue of a licence authorising the use of part of a parking place specified in Schedule 1 for the collection of recyclable materials.

(2) A person may apply to the Council for the issue of a licence authorising the use of part of a parking place specified in Schedule 1 for advertising.

(3) A Public Body may apply to the Council for the issue of a licence authorising the use of part of a parking place specified in Schedule 1 for displaying information to the public.

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(4) The Council may require an applicant in any particular case to submit such additional information or documents as the Council determines are necessary to determine the application.

(5) On receipt of an application made under paragraph (1), (2) or (3) the Council, upon being satisfied that the use of part of the parking place referred to in that application for the purpose referred to in that application will not affect or interfere with the provision of parking spaces in that parking place, may issue a licence in accordance with Article 13(15) of the Road Traffic Regulation (Northern Ireland) Order 1997 authorising the use by the applicant of part of that parking place for that purpose.

In this Article—

"registered charity" means a charity registered in the register of charities required to be kept by the Charity Commission by virtue of section 16(1) of the Charities Act (Northern Ireland) 2008(**a**).

**Surrender and revocation of licences**

**11.**—(1) A person to whom a licence is issued ("a licensee") may surrender a licence to the Council at any time.

(2) The Council may serve on the licensee a notice revoking a licence, stating the reasons for the revocation if it appears to the Council that one of the events set out in paragraph (4) has occurred, and the revocation shall take effect on the expiration of the period of one month from the service of that notice.

(3) A notice under paragraph (2) shall be served by delivering it to the person to whom it is addressed at his proper address, or by sending it to such address by telefacsimile or other electronic means, or by post.

(4) The events referred to in paragraph (2) are—

(a) if the licensee fails to comply with any condition of the licence;

(b) if the Council considers the withdrawal of the licence is necessary for the purpose of the exercise of its statutory functions.

# PART 3

## TARIFFS AND TICKETS

**Requirement to pay appropriate tariff**

**12.** The driver of a vehicle using a parking place during charging hours shall pay the appropriate tariff set out in Schedule 2 in accordance with the scale of charges specified in column 6 of Schedule 1 in relation to that parking place.

**Payment of charges**

**13.**—(1) Save as provided for in Article 18 the driver of a vehicle leaving it in a parking place specified in column 1 of Schedule 1 during the days and hours specified in columns 3 and 4 in relation thereto shall pay the appropriate charge in accordance with the scale of charges specified in column 6 in relation thereto and set out in Schedule 2.

(2) Charges may be paid by—

(a) inserting into a ticket machine a coin or combination of coins of appropriate denominations;

(**a**) 2008 c. 12

(b) inserting into a ticket machine a credit or debit card of a type indicated, and following the instructions displayed, on the machine;

(c) the purchase of a pre-paid charge card for use in a ticket machine; or

(d) the use of pre-paid tickets; or

(e) a registered driver using the telephone parking system.

(3) Telephone charges incurred in the course of making any parking payment transaction shall be the responsibility of the registered driver.

**Pre-paid tickets**

**14.** In the case of pre-paid tickets the instructions given on the tickets in respect of making distinct perforations in the tickets or taking other appropriate action to clearly indicate the date and time of arrival shall be carried out by the driver as soon as he takes up position in the parking place.

**Use of telephone parking system**

**15.** If at any time a vehicle is left in a parking place during the specified hours and a check is carried out by, or on behalf of, the Council and no indication that a parking charge has been paid using the telephone parking system in respect of that vehicle for that controlled parking zone appears on a traffic attendant's hand-held device it shall be presumed, unless the contrary is proved that either—

(i) a parking charge had not been paid in respect of that vehicle; or

(ii) the parking period for which payment was made had already expired.

**Display of printed tickets**

**16.**—(1) The driver shall attach the ticket issued by a ticket machine or a pre-paid ticket duly perforated on the inside surface of the windscreen or a side window facing the kerb or place the ticket on the dashboard area immediately below the windscreen so that the particulars recorded on the front of the ticket are clearly visible to a person standing at the front or side of the vehicle.

(2) In the case of a motor cycle the ticket shall be placed in a conspicuous position in front of the driver's seat.

**Particulars of ticket**

**17.**—(1) Where a vehicle is left parked in a parking place where charges may be collected by means of a ticket machine and the particulars on the ticket indicate that the period in respect of which payment was made has expired, for the purposes of any appeal under Articles 13, 16 or 28 of the Traffic Management (Northern Ireland) Order 2005 it shall be presumed, unless the contrary is proved, that said particulars are evidence of the expiry of such period.

(2) Where a vehicle is left parked in a parking place where charges may be collected by means of a ticket machine, and a ticket is not displayed in accordance with the provisions of Articles 17 or 19(6) for the purposes of any appeal under Articles 13, 16 or 28 of the Traffic Management (Northern Ireland) Order 2005 it shall be presumed, unless the contrary is proved, that the absence of a ticket is evidence of the fact that a ticket has not been purchased.

**Season tickets**

**18.**—(1) The Council may on application from the driver or owner of a vehicle sell to him a season ticket on payment of the appropriate tariff referred to in Article 12.

(2) A season ticket shall be valid only in respect of such parking places as are specified thereon for the period for which it is issued and for the vehicle in respect of which it is issued.

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(3) The Council may by notice in writing served on the season ticket holder by recorded delivery post to the address stated on the season ticket holder's application, require the surrender of a season ticket where:

(a) the season ticket holder has not complied with the relevant Off-Street Parking Order; or

(b) a season ticket has been issued upon receipt of a cheque and the cheque is subsequently dishonoured; or

(c) the season ticket holder has ceased to have an interest in the vehicle in respect of which the season ticket was issued;

and the season ticket holder shall surrender the season ticket to the Council within forty-eight hours of the receipt of the said notice.

(4) The issue of a season ticket shall not guarantee that any parking place will be available for the use of the season ticket holder.

(5) A season ticket shall include the following particulars:

(a) the registration mark of the vehicle in respect of which the season ticket has been issued;

(b) the period during which the season ticket shall remain valid; and

(c) the names of the parking places for which the season ticket is valid.

(6) Where a vehicle in respect of which a season ticket has been issued is left parked in a parking place the driver shall display the ticket in a conspicuous position behind the windscreen of that vehicle so as to be clearly visible to the parking attendant.

## PART 4

## RESTRICTION ON USE OF VEHICLES AND PARKING PLACES

### Requirement to stop the engine of a vehicle

**19.** The driver of a vehicle using a parking place shall stop the engine as soon as the vehicle is in position in the parking place and shall not start the engine except when about to change the position of the vehicle in or to depart from the parking place.

### Trading in a parking place

**20.**—(1) Subject to paragraph (2) and save as provided in Article 24 of the Road Traffic Regulation (Northern Ireland) Order 1997, a person shall not use a parking place in connection with the sale of anything to persons in or near the parking place or in connection with the selling or offering for hire of their skill or services.

(2) Paragraph (1) shall not apply in respect of any fee payable for the use of an electric vehicle charging post.

### Sounding of horn

**21.** The driver of a vehicle using a parking place shall not sound any horn or other similar instrument except when about to change the position of the vehicle in or to depart from the parking place.

### Driving in a parking place

**22.** A person shall not, except with the permission of any person duly authorised by the Council, drive any vehicle in a parking place other than for the purpose of leaving that vehicle in the parking place in accordance with the provisions of this Order or for the purpose of departing from the parking place.

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**Ball games**

**23.** A person shall not play any ball game in a parking place.

**Miscellaneous activities**

**24.** A person shall not use any part of a parking place or any vehicle left in a parking place—

(a) for sleeping or camping purposes;

(b) for eating or cooking purposes; or

(c) for the purposes of servicing or washing any vehicle or part thereof other than is reasonably necessary to enable that vehicle to depart from the parking place.

**Means of passage**

**25.** A person shall not use a parking place as a means of passage from one road to another road.

**Consumption of intoxicating liquor**

**26.** A person shall not use any of the parking places specified in Schedule 1, or any vehicle in any of those parking places, for the purpose of consuming intoxicating liquor.

**Use of entrances and exits, and direction of travel**

**27.** Where in a parking place signs are erected or surface markings are laid for the purpose of—

(a) indicating the entrance to or exit from the parking place; or

(b) indicating that a vehicle using the parking place shall proceed in a specified direction within the parking place,

a person shall not drive or cause or permit to be driven any vehicle—

(i) so that it enters the parking place otherwise than by an entrance, or leaves the parking place otherwise than by an exit, so indicated; or

(ii) in a direction other than that specified, as the case may be.

**Erection of structures and lighting of fires**

**28.** In a parking place a person shall not—

(a) erect or cause or permit to be erected any tent, booth, stand, building or other structure without the written consent of the Council;

(b) light or cause to be lit any fire.

**Supermarket trolleys**

**29.**—(1) A person shall not cause or permit a supermarket trolley to enter a parking place in or under a building, and any supermarket trolley left there may be removed by a person authorised by the Council.

(2) A person shall not cause or permit a supermarket trolley to be left in any other parking place, other than in an area set aside for that purpose, and any supermarket trolley so left may be removed by a person authorised by the Council.

**Reserving a parking bay**

**30.** A person shall not reserve a parking bay in a parking place.

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Sealed with the Official Seal of the Mid Ulster District Council on 2016

Signed:

_____
Chair

Chief Executive

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# SCHEDULE 1

Articles 2, 3, 4, 8, 12

## PARKING PLACES

| | *Name of Parking Place*<br><br>*1* | *Classes of Vehicle*<br><br>*2* | *Days of operation of parking place*<br><br>*3* | *Hours of operation of parking place*<br><br>*4* | *Maximum period for which a vehicle may wait*<br>*5* | *Scale of Charges*<br><br>*6* |
|---|---|---|---|---|---|---|
| 1. | Hillhead Road, Castledawson | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 12 hours | No charge |
| 2. | Main Street, Clogher | All motor vehicles | All days | All hours | 24 hours | No charge |
| 3. | Cornmill, Coalisland | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 24 hours | No charge |
| 4. | Lineside, Coalisland | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 24 hours | No charge |
| 5. | Burn Road, Cookstown | Motor car, motor cycle, invalid carriage, and light goods vehicle | All days | All hours | 24 hours | No charge |
| 6. | Loy Street, Cookstown | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 24 hours | No charge |
| 7. | Orritor Road, Cookstown | All motor vehicles | All days | All hours | 24 hours | No charge |
| 8. | Union Place, Cookstown | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 24 hours | No charge |

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| | *Name of Parking Place*<br>*1* | *Classes of Vehicle*<br>*2* | *Days of operation of parking place*<br>*3* | *Hours of operation of parking place*<br>*4* | *Maximum period for which a vehicle may wait*<br>*5* | *Scale of Charges*<br>*6* |
|---|---|---|---|---|---|---|
| 9. | Anne Street East, Dungannon | Motor car, motor cycle, invalid carriage and light goods vehicle | Monday to Saturday | 8.30 a.m. to 6.30 p.m. | 10 hours | Tariff TL4 as set out in Schedule 2 |
| | | | | 6.30 p.m. to 8.30 a.m. | 14 hours | No charge |
| | | | Sunday | All hours | 24 hours | No charge |
| 10. | Anne Street West, Dungannon | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 24 hours | No charge |
| 11. | Castle Hill, Dungannon | Motor car, motor cycle, invalid carriage and light goods vehicle | Monday to Saturday | 8.30 a.m. to 6.30 p.m. | 10 hours | Tariff TL4 as set out in Schedule2 |
| | | | | 6.30 p.m. to 8.30 a.m. | 14 hours | No charge |
| | | | Sunday | All hours | 24 hours | No charge |
| 12. | Perry Street East, Dungannon | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 24 hours | No charge |
| 13. | Perry Street West, Dungannon | Motor car, motor cycle, invalid carriage and light goods vehicle | Monday to Saturday | 8.30 a.m. to 6.30 p.m. | 10 hours | Tariff TL4 as set out in Schedule 2 |
| | | | Sunday | All hours | 14 hours | No charge |
| 14. | Scotch Street North, Dungannon | Motor car, motor cycle, invalid carriage and light goods vehicle | Monday to Saturday | 8.30 a.m. to 6.30 p.m. | 10 hours | Tariff TL4 as set out in Schedule 2 |
| | | | | 6.30 p.m. to 8.30 a.m. | 14 hours | No charge |
| | | | Sunday | All hours | 24 hours | No charge |

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| | *Name of Parking Place*<br>*1* | *Classes of Vehicle*<br>*2* | *Days of operation of parking place*<br>*3* | *Hours of operation of parking place*<br>*4* | *Maximum period for which a vehicle may wait*<br>*5* | *Scale of Charges*<br>*6* |
|---|---|---|---|---|---|---|
| 15. | Scotch Street South, Dungannon | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 24 hours | No charge |
| 16. | Edfield Road, Fivemiletown | All motor vehicles | All days | All hours | 24 hours | No charge |
| 17. | The Commons, Fivemiletown | All motor vehicles | All days | All hours | 24 hours | No charge |
| 18. | Fairhill, Maghera | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 12 hours | No charge |
| 19. | St. Lurach's Road, Maghera | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 12 hours | No charge |
| 20. | Central South, Magherafelt | Motor car, motor cycle, invalid carriage and light goods vehicle | Monday to Saturday | 8.00 a.m. to 6.30 p.m. | 10½ hours | Tariff TS4 as set out in Schedule 2 |
| | | | | 6.30 p.m. to 8.00 a.m. | 13½ hours | No charge |
| | | | Sunday | All hours | 24 hours | No charge |
| 21. | Central North, Magherafelt | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 24 hours | No charge |
| 22. | King Street, Magherafelt | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 12 hours | No charge |

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| | *Name of Parking Place*<br>*1* | *Classes of Vehicle*<br>*2* | *Days of operation of parking place*<br>*3* | *Hours of operation of parking place*<br>*4* | *Maximum period for which a vehicle may wait*<br>*5* | *Scale of Charges*<br>*6* |
|---|---|---|---|---|---|---|
| 23. | Rainey Street, Magherafelt | Motor car, motor cycle, invalid carriage, and light goods vehicle | Monday, Tuesday, Wednesday, Friday and Saturday | 8.00 a.m. to 6.30 p.m. | 10½ hours | Tariff TL4 as set out in Schedule 2 |
| | | | | 6.30 p.m. to 8.00 a.m. | 13½ hours | No charge |
| | | | Thursday except between the hours of 7.00 a.m. and 6.00 p.m. when parts of this car park may be used for trading as a market and agreed by the Council, until the completion of the Magherafelt Public Realm works 2016 (estimated to be in or around Winter 2016) | 8.00 a.m. to 6.30 p.m. | 10½ hours | Tariff TL4 as set out in Schedule 2 |
| | | | | 6.30 p.m. to 8.00 a.m. | 13½ hours | No charge |
| | | | Sunday | All hours | 24 hours | No charge |
| 24. | Union Road East, Magherafelt | Motor car, motor cycle, invalid carriage, and light goods vehicle | Monday to Saturday | 8.00 a.m. to 6.30 p.m. | 10½ hours | Tariff TL4 as set out in Schedule 2 |
| | | | | 6.30 p.m. to 8.00 a.m. | 13½ hours | No charge |
| | | | Sunday | All hours | 24 hours | No charge |
| 25. | Union Road West, Magherafelt | Motor car, motor cycle, invalid carriage and light goods vehicle | All days | All hours | 24 hours | No charge |

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# SCHEDULE 2

Articles 12 and 13(1)

## TARIFFS

**Tariff TL4: Motor Cars, Invalid Carriages and Light Goods Vehicles**

| | |
|---|---|
| Up to 1 hour | 40p |
| Up to 5 hours | £1.00 |
| Over 1 hour and not exceeding 2 hours | 80p |
| Over 2 hours and not exceeding 3 hours | £1.20 |
| Over 3 hours and not exceeding 4 hours | £1.60 |
| Over 4 hours and not exceeding 5 hours | £2.00 |
| Over 5 hours and not exceeding 6 hours | £2.40 |
| Over 6 hours and not exceeding 7 hours | £2.80 |
| Over 7 hours and not exceeding 8 hours | £3.20 |
| Over 8 hours | £3.60 |
| Within 1 hour of closing | 40p |
| **4 Week Season Ticket: (Valid Monday-Friday)** | £50.40 |
| **12 Week Season Ticket: (Valid Monday-Friday)** | £122.40 |

**Tariff TS4: Motor Cars, Invalid Carriages and Light Goods Vehicles**

| | |
|---|---|
| Up to 3 hours | 40p |
| Over 3 hours and not exceeding 6 hours | 80p |
| Over 6 hours | £1.20 |
| After 5.00 p.m. until closing | 40p |
| **4 Week Season Ticket: (Valid Monday-Friday)** | £19.00 |
| **12 Week Season Ticket: (Valid Monday-Friday)** | £46.00 |

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# E

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

| | |
|---|---|
| **Subject** | Spaces and Places Project – Lease at Benburb Playing Fields |
| **Reporting Officer** | Claire McNally |

| **1** | **Purpose of Report** |
|---|---|
| 1.1 | To seek Members' approval to enter in to a lease with Benburb & District Community Association ("B&DCA"); and |
| 1.2 | To seek Members' approval to enter in to a tripartite deed of dedication with the project funder and B&DCA in order for funding to be available for the Space and Place grant. |

| **2** | **Background** |
|---|---|
| 2.1 | B&DCA have received a letter of offer from Community Fund for Northern Ireland ("the funder") in the sum of almost £310,000 in grant aid. The purpose of the grant aid is to develop a walking trail, fitness pods, social hubs, a grow wild area and fencing around the existing sports pitch at Benburb Playing Fields. The project will allow the community to participate in activities aimed at improving health and well being in an accessible, well-lit safe space. There is also approximately £14,000 being made available in respect of good relations activities. |
| 2.2 | The works under this project will be carried out on Council owned lands surrounding the playing fields, MUGA, play park etc. As a requirement of the funding, in August 2013 the legacy D&STBC resolved to provide support to this project, to engage with the Community Association in relation to the identified proposals and assist with developing a sustainable plan and where necessary co-partner the Community Association to achieve these outcomes. |

| **3** | **Key Issues** |
|---|---|
| 3.1 | Before the funder will make any of the funding available and allow B&DCA to draw down funds, it requires B&DCA to obtain a lease from the Council. This is to provide adequate security for the funder. The lease must start as soon as possible and the term must continue for a period of 10 years after the project has completed. This means the lease will be for approximately 12 years. A copy of the Lease that has been agreed with B&DCA and the funder is attached at Appendix A. |
| 3.2 | It is also a requirement of the funding that the Council and B&DCA enter in to a tripartite deed of dedication with the funder. This deed is in place in |

| | |
|---|---|
| | order to recognise the fact that the project is being funded by the funder. The Deed of Dedication is attached at Appendix B. (There will be slight amendments to this Deed to refer to unregistered lands rather than registered land.) |

| **4** | **Resources** |
|---|---|
| 4.1 | **Financial**<br>N/A |
| 4.2 | **Human**<br>N/A |
| 4.3 | **Basis for Professional/ Consultancy Support**<br>N/A |
| 4.4 | **Other**<br>N/A |

| 5 | **Other Considerations** |
|---|---|
| 5.1 | N/A |

| **6** | **Recommendations** |
|---|---|
| 6.1 | That Members approve the lease at Appendix A and resolve that the Council grants the lease to B&DCA on the terms therein. |
| 6.2 | That Members approve the substance of the deed of dedication at Appendix B and enter in to same on the terms therein. |

| **7** | **List of Documents Attached** |
|---|---|
| 7.1 | Appendix A – Lease between the Council and B&DCA |
| 7.2 | Appendix B – Deed of Dedication among the Council, B&DCA and the funder |

APPENDIX A

Dated this Day of 2016

BETWEEN

Mid Ulster District Council

**Lessor**

AND

Damian Mullan, John Coey and Michael Donnelly

being the Trustees of the

Benburb & District Community Association

**Lessee**

**LEASE**

**Lands at Benburb Playing Fields**

**Drumguse Road**

**Benburb**

**Co. Tyrone, BT71 7JT**

**THIS AGREEMENT**

made the day of two thousand and sixteen

Between Mid Ulster District Council c/o Magherafelt Council Offices, Ballyronan Road, Magherafelt BT45 6EN (hereinafter called "the Lessor") of the one part and Damian Mullan of 9 Lisduff Grange, Benburb, Dungannon, BT71 7TS, John Coey of 5 Ashveigh, Benburb, Dungannon, BT71 7TS and Michael Donnelly of 32 Lisgobbin Rd Benburb, Dungannon BT71 7TT the Trustees of Benburb and District Community Association of 10 Main Street, Benburb, Dungannon, BT71 7LA (hereinafter called "the Lessee") of the other part.

Any reference to the Lessor and/or Lessee shall include their permitted successors in title including (without prejudice to the generality of the foregoing) the body or bodies to whom the statutory function and responsibilities are transferred.

WHEREBY in consideration of the yearly Rent hereinafter reserved and of the Lessee's covenants hereinafter contained the Lessor agrees to let and the Lessee agrees to take part of the lands at Benburb Playing Fields, Drumguse Road, Benburb, Co. Tyrone, BT71 7BR delineated in red on the map attached in Schedule A (hereinafter called "the Lands") together with the easements rights and privileges set forth in Part 1 of Schedule B hereto EXCEPTING AND RESERVING and subject to the exceptions and reservations set forth in Part 2 of Schedule B hereto TO HOLD the same unto the Lessee for the Term subject to all rights and easements or reputed easements belonging to or usually enjoyed with the adjacent property.

**Definitions**

"CFNI" means the Community Foundation for Northern Ireland

"Completion of the Project" means the date on which the terms and conditions of the CFNI's grant offer letter (which is attached at Schedule D) are fulfilled

"The Lands" means the lands outlined red on the map in Schedule A

"The Period of the Project" means the date at which the works begin on the Project up to and including the date of Completion of the Project

"The Project" means the works to be carried out on the Lands to develop a walking trail, fitness pods, social hubs, a grow wild area and fencing around the existing sports pitch, which is being grant aided by CFNI (their Unique Reference Number WEB96841) and as detailed on the attached plan in Schedule C

1. **Term**

The tenancy shall commence on the day of 2016 and the tenancy shall remain in place for a period ten years post Completion of the Project, at which time this Lease shall automatically terminate without the requirement on any party to provide notice.

2. **Rent**

The rent payable by the Lessee for the Lands is £ per annum payable on demand.

3. **Payment of Services**

The Lessee will pay the cost of lighting, security and all other outgoings for service used on the Lands up to the Completion of the Project.

4. **Repair**

The Lessee shall from time to time and at all times up to the Completion of the Project at its own cost and expense keep the Lands in a good and substantial state of repair order and condition and to do and carry out all repairs maintenance renewals amendments cleaning and decorations as may be necessary during this period. Upon Completion of the Project, the Lessor will be responsible for inspecting, maintaining and repairing the Lands.

5. **Insurance**

The Lessor has insured the Lands.

The Lessor requires the Lessee to obtain public liability and joint Contract Works Insurance during the Period of the Project. In the event that an insurance event shall arise, the Lessee shall forthwith institute a claim under the insurance and pursue such claim expeditiously and apply all compensation paid in relation to the Lands.

The Lessor also requires the Lessee to consult the Lessor is respect of insurances that other parties, such as the design professionals and contractors, will require.

6. **Assignment/Subletting**

The Lessee is not to share occupation of the Lands and no part of it is to be assigned, sublet or occupied separately from the remainder. The Lessee is not to assign, sublet, licence or allow another party to occupy the whole of the Lands without the prior written consent of the Lessor.

7. **User**

The Lessee shall use the Lands for those purposes in connection with the Project and such other use to which the Lessor may consent in writing, such consent not to be unreasonably withheld or delayed, and will not use or permit the Lands or any part thereof to be used for any noise or obnoxious activity or in a manner which will or could cause a nuisance or any annoyance to the Lessor or to any adjoining occupiers.

8. **Access**

To permit the general public access to the Lands at all times and for all such activities which are not detrimental to the Lessee and which do not conflict with the Lessee's or its agents etc. ability to carry out the Project and thereafter to permit the general public access to all parts of the Lands at all times and for all such activities.

9. **Not Invalidate Insurance**

The Lessee shall not do or cause or suffer to be done anything which may invalidate the insurance of the Lands OR which may increase the premium payable for such instance.

10. **Yield Up**

The Lessee shall not do or cause or suffer anything to be done on or about the Lands which may destroy or damage the Lands or any part thereof (fair wear and tear excepted) and shall upon Completion of the Project deliver up the Lands to the Lessor in a state and condition which is consistent with the due performance and observance of this obligation.

## 11. Indemnity

The Lessee shall indemnify the Lessor against all actions claims and demands arising out of the negligence of the Lessee its servants and agents in respect of personal injury loss or damage sustained by any person or persons using or upon the Lands by reason or on account of this letting.

## 12. Rates

The Lessee shall pay all rates taxes assessments and impositions taxed rated assessed or imposed on the Lands up to the Completion of the Project.

## 13. Statutory Requirements

Within a reasonable time the Lessee shall do and execute all such works and comply with all such requirements as under or by virtue of any act of Parliament order regulation bye-law etc. made under or in pursuance thereof or by any local or other authority have been or shall be directed to be done executed or complied with in respect of the Lands or the user thereof whether by the owner or occupier thereof including any statutory modification or re-enactment thereof for the time being in force and to indemnify the Lessor at all times against all costs charges and expenses of or incidental to the execution of any works or the provision and maintenance of any arrangement so directed or required as aforesaid and against all claims demands liabilities losses or proceedings in respect thereof and not at any time during the Term do or omit in or about the Lands any act or thing by reason of which the Lessor may under any enactment incur or have imposed upon it or become liable to pay any valid damages compensation costs charges or expenses.

## 14. Passing on of Notices

The Lessee shall supply the Lessor with a copy of any notice affecting the Lands served on the Lessee under any statute or by any competent authority (or received by the Lessee from any other person) immediately it is received by the Lessee and to make or join in making such objections or requisitions against or in respect thereof as the Lessor may require.

## 15. Refuse

The Lessee shall comply with all requirements of the Duty of Care legislation and its obligations under the Waste and Contaminated Land (Northern Ireland) Order 1997.

**16. Injury**

The Lessor shall not be responsible to the Lessee or to any customer licensee invitee employee servant or agent of the Lessee or other persons in the Lands or calling upon the Lessee for any injury death accident happening or damage suffered or damage to or loss of any chattel or property sustained on the Lands or for any financial or consequential loss sustained as a result of any of the foregoing unless the same shall be occasioned by any act default or negligence of the Lessor or its servants or agents in the course of their employment and the Lessee will effectually indemnify and keep indemnified the Lessor in accordance with clause 11 above.

**17. Criminal Damage**

If the Lands should be damaged or destroyed by an event within the provisions of the Criminal Damage (Compensation) (Northern Ireland) Order 1977 the Lessee shall immediately give notice thereof to the Lessor. The Lessor shall forthwith institute a claim under the said Order and pursue such claim expeditiously and apply all compensation paid in relation to the Lands in rebuilding and reinstating the same pursuant to the Lessor's covenant herein contained making good and deficiency out of the Lessor's own monies and if the amount of compensation awarded should be reduced or excluded as the result of the general conduct act or neglect of the Lessee its servant agents employees or invitees the Lessee shall pay to the Lessor any amount by which any compensation recoverable by the Lessor shall be reduced by reason of such conduct.

**18. Arbitration**

If any dispute or difference shall a rise between the Lessor and the Lessee touching any clause matter or thing whatsoever herein contained or the operation or construction thereof or any matter or thing in any way connected with this Agreement or the rights or liabilities of either party under or in connection with this Agreement then in every case the dispute or difference shall be referred to a single arbitrator to be agreed upon by the parties hereto and in default of agreement to be nominated by the President for the time being of the Royal Institute of Chartered Surveyors in

accordance with and subject to the provisions of the Arbitration Act 1996 or any statutory modification or re-enactment thereof for the time being inforce but so that this clause shall not include or be deemed to apply to any dispute or matter or difference touching or with respect to the yearly rent hereby reserved save in regards to any suspension of rent on case of damage by fire as it hereinafter referred to.

### 19. Own Costs

Each party shall pay its own legal costs in respect of the preparation and execution of this Agreement and Counterpart thereof.

### 20. Forfeiture

The lease comes to an end if the Lessor forfeits it by entering any part of the Lands which the Lessor is entitled to whenever:-

i. Payment of any rent is 14 days overdue if demanded;
ii. The Lessee has not complied with any of the terms of this lease;
iii. The Lessee if an individual (and if more than one, any of them) is adjudicated bankrupt or an interim receiver of his property is appointed;
iv. The Lessee if a company goes in to liquidation, or has an administrative receiver appointed or has an administrative order made in respect of it.

The forfeiture of this lease does not cancel any outstanding obligation of the Lessee.

### 21. Flags and Emblems

The Lessee shall not display any flags or emblems on the Lands without the prior written consent of the Lessor.

IN WITNESS whereof the parties hereto have hereunto set their hands and affixes their seals the day and year first herein written.

THE COMMON SEAL of

MID ULSTER DISTRICT COUNCIL

was hereunto affixed

in the presence of:

_____

Chair

_____

Chief Executive

EXECUTED by or on behalf of the Lessee
In the presence of:-

_____

Damian Mullan

_____

John Coey

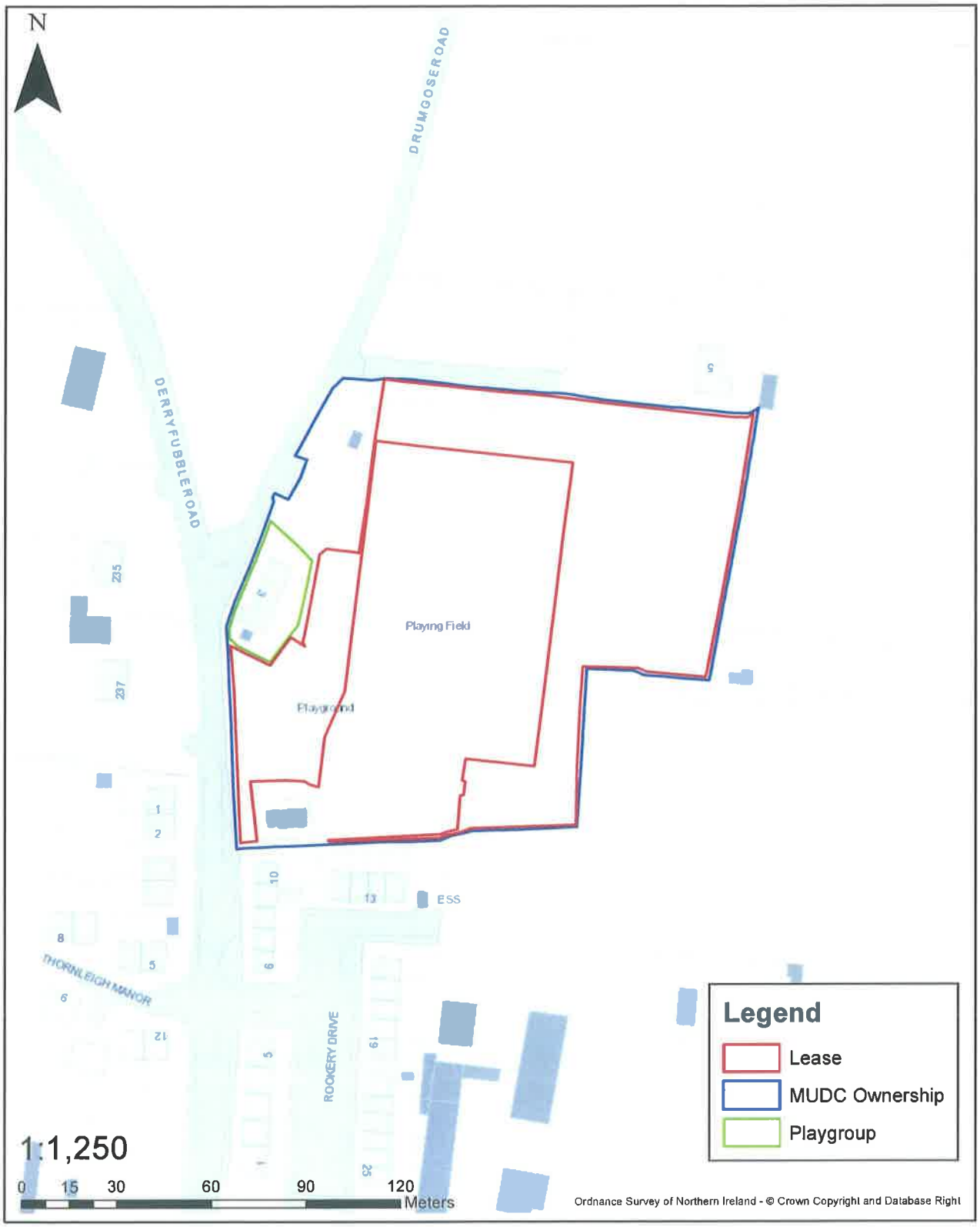
_____

Michael Donnelly

# SCHEDULE A

## The Lands

# Lease to Benburb and District Community Association




Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

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Author: Nicky Doris

Date: 23/05/2016

Dept: Information Services

Authority License No: CS & LA 156

## SCHEDULE B

### Part 1

The right for the Lessee and the Lessee's servants workmen and others at all reasonable times to enter the neighbouring or adjoining premises of the Lessor marked blue on the map attached in Schedule A for the purposes of accessing the Lands and carrying out and completing the works in accordance with the Project causing as little disturbance as possible and making good any damage caused.

### Part 2

### Exceptions and Reservations

i. All such matters and things (if any) as are excepted and reserved in and by the Deeds under which the lands are held with others by the Lessor.
ii. The right of free and uninterrupted passage and running of gas electricity water and soil to and from the premises through the sewers drains pipes tanks electric lines and plant (as defined by Article 3 of the Electricity (Northern Ireland) Order 1992) ducts and conduits passing through or situated on any part of the Lands.
iii. The right for the Lessor and all persons authorised by the Lessor with or without servants workmen and others to enter the Lands for the purposes of repairing cleaning maintaining or renewing any such sewers drains pipes tanks electric lines and plant (as defined by Article 3 of the Electricity (Northern Ireland) Order 1992) ducts and conduits as pass through or are situated on the premises of the Lessor causing as little disturbance as possible and making good any damage caused.
iv. The right for the Lessor and all persons authorised by the Lessor with or without servants workmen and others to enter upon the Lands for the purpose of inspecting and carrying out any maintenance or repairs thereto.

# SCHEDULE C

## The Project

KEY

- REMOVE EXISTING BITMAC SURFACE, CONSOLIDATE EXITING HARDCORE AND LAY POROUS BITMAC
- EXISTING BITMAC SURFACE TO BE REMOVED AND REPLACED WITH GRASS
- EXISTING WETPOUR SURFACE TO BE REMOVED
- EXISTING WETPOUR AND BITMAC SURFACE TO BE REPLACED WITH PLAY SAND WITH TIMBER SLEEPER EDGE
- EXISTING WETPOUR AND BITMAC SURFACE TO BE REPLACED WITH PLAY WOODCHIP
- PROPOSED BOULDERS
- PROPOSED NATURAL STONE FACED WALLS 450 HIGH AS SEATING
- PROPOSED GRASS MOUNDING WITH SPOIL FROM SITE
- PROPOSED TREES

LOW NATURAL STONE WALLS TO FORM SEATING WITH PLANTING BEHIND AND PAVED HARD SURFACE

EXISTING SURFACE EXCAVATED TO PROVIDE PLANTING BED

EXISTING GRASS

EXISTING PATH

EXISTING GRASS

EXISTING SWINGS WITH WETPOUR SURFACE. EXCAVATE WETPOUR AND REPLACE WITH 450 DEPTH WOODCHIP. ALLOW TO REFIX EQUIPMENT TO ENSURE FOUNDATIONS MEET BS1176

EXISTING BITMAC EDGE TO PLAY AREA TO BE REMOVED

EXISTING TODDLERS SPRINGER EQUIPMENT. EXCAVATE EXISTING WETPOUR AND BITMAC AND CREATE NEW PLAYSAND AREA WITH TIMBER EDGE. ALLOW TO REFIX EQUIPMENT TO ENSURE FOUNDATIONS MEET BS1176

PROPOSED WOODCHIP

NATIVE HEDGEROW PLANTED ALONG BOUNDARY FENCE

EXISTING GRASS

EXISTING EDGE TO BITMAC SURFACE TO BE REMOVED

PROPOSED GRASS

PROPOSED PLAY SAND

EXISTING BITMAC AREA WITH GRIT SURFACE COAT APPLIED

ROUNDABOUT

CLIMBING FRAME

EXISTING ROUNDABOUT AND CLIMBING FRAME. EXCAVATE EXISTING SURFACES AND REPLACE WITH WOODCHIP SAFETY SURFACE. ALLOW TO REFIX EQUIPMENT TO ENSURE FOUNDATIONS MEET BS1176

PROPOSED WOODCHIP

PLANTING BED WITH TREES AROUND TODDLER AREA

NATURAL STONE WALL AS INFORMAL SEATING

PICNIC BENCHES

MOUNDING FORMED USING EXCAVATED MATERIALS

EXISTING BASKETBALL GOAL TO BE RETAINED, PAINT BASKETBALL GAME LINES ONTO EXISTING SURFACE

EXISTING GRASS PITCH

PROPOSED 1.2M HIGH BALLSTOP FENCING AROUND GRASS PITCH

MOUNDING FORMED USING EXCAVATED MATERIALS

EXISTING PATH

EXISTING NEWLY INSTALLED BALANCE BEAMS IN BITMAC SURFACE TO BE RETAINED. REMOVE BITMAC AND REPLACE WITH GRASS

EXISTING GRASS

EXISTING GRASS

EXISTING 3G PITCH

NEWLY INSTALLED PLAY EQUIPMENT IN NEW WETPOUR SURFACE TO BE RETAINED

EXISTING GRASS

EXISTING PATH

PROPOSED BOLLARD LIGHTING

| REV | DATE | REVISION |
|---|---|---|
| | | |

space & place

LOTTERY FUNDED

groundwork

groundwork Northern Ireland
3-7 Duncairn Gardens
Belfast BT15 2GG

telephone 028 90 749494
facsimile 028 90 752373
mail info@groundworkni.co.uk

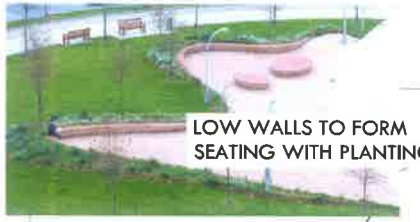
PROJECT:
**SPACE AND PLACE**
BENBURB
TRANCHE 3 DESIGN

DRAWING TITLE:
**SKETCH SCHEME PLAYGROUND**

DRAWING No.: SK02

SCALE: 1:200@A3 | DRAWN BY: HT | Rev: -

CHECKED BY: - | DATE: 13 03 15



LOW WALLS TO FORM SEATING WITH PLANTING

AMPHITHEATER SEATING IN BANK

TRIM TRAIL EQUIPMENT

INTERPRETATION SIGNS

NATURE AREA

GROUNDWORK NORTHERN IRELAND

# BENBURB SKETCH DESIGN -- DRAFT 1:500 @ A2

# SCHEDULE D

## CFNI's grant offer letter

APPENDIX B

**LAND REGISTRY OF NORTHERN IRELAND**

**Folio:** **County:**

**Registered Owner:**

**Registered Owner of Charge:**

**TRIPARTITE DEED OF DEDICATION**

**DATED** the day of 20

**BETWEEN** [ ] ("the Landowner") (1), and

[ ] ("the Grant Recipient") (2), and

The **Community Foundation for Northern Ireland** of Community House, Citylink Business Park, 6a Albert Street, Belfast, BT12 4HQ ("the Foundation") (3)

**BACKGROUND**

(A) The Landowner has agreed to a Project being carried out on Land belonging to the Landowner, with the use of money to be provided by the Foundation.

(B) The Landowner and the Grant Recipient have agreed to enter into this Deed in recognition of the fact that the Project is to be funded in whole or in part by the Foundation.

(C) The Landowner has agreed to grant a lease of the Land to the Grant Recipient for the term of [ ] from the [ ] day of [ ] [ ] ("the Lease"). The Grant Recipient acknowledges that it will be remain directly responsible to the Foundation for all aspects of the Project and monitoring of the Project by the Foundation, pursuant to the obligations contained in the Terms and Conditions of the grant.

**NOW THIS DEED WITNESSETH**

1 Definitions

1.1 In this Deed the following words and phrases shall have the following meanings save where the context otherwise requires

| | |
|---|---|
| "the Land" | means all that land [and buildings] at [state address] [as the same is registered at the Land Registry under Folio(s) County ] OR [held under a [conveyance] [lease] dated [ ] made between [ ] and [ ] [for a term of [ ] years from [ ] subject as therein] [and as edged red on the Plan] |
| "the Plan" | means the plan attached hereto |
| "the Project" | means the project to be funded under URN:[ ] and subject to the Foundation's Standard Terms and Conditions of grant |
| 'Terms and Conditions' | means the Community Foundation for Northern Ireland Standard Terms and Conditions of grant attached hereto |

1.2 Unless the contrary intention is expressed the defined terms in the standard conditions shall have the same meaning here.

1.3 Unless the contrary intention appears references in this deed to:

1.3.1 parties and other persons include their successors and assigns.

1.3.2 an obligation of the Landowner do something shall include an obligation to procure that it is done and an obligation not to do something shall include an obligation not to permit, suffer or allow it; and

1.3.3 a defined term shall include each and every part.

2 In consideration of the Foundation funding the Project the Landowner hereby covenants with the Foundation that in respect of the land the Landowner will:-

(a) not without the prior written consent of the Foundation, assign, transfer or charge the Land or grant any lease or licence,

agree to grant any lease or licence or enter into or permit any parting with possession or sharing arrangements whatsoever in respect of the Land except to the Grant Recipient;

(b) not, save with the prior written consent of the Foundation, use the Land other than for the purpose of the Project; and

(c) not damage or destroy the Project.

3. The Foundation may assign the benefit of this Deed to such person as it thinks fit.

4. The Landowner represents that it has power to execute and deliver this Deed and the execution and performance of this Deed has been validly authorised and that this Deed will be valid legal and binding on the Landowner.

5. The Grant Recipient represents that it has power to execute and deliver this Deed and the execution and performance of this Deed has been validly authorised and that this Deed will be valid legal and binding on the Grant Recipient.

6. Without prejudice to any right or remedy of the Foundation for breach of covenant occurring before the expiration of this Deed, this Deed shall expire [insert relevant Asset Liability Period] years from the date of this Deed.

7. The Landowner hereby consents to and applies to the Land Registry of Northern Ireland for the registration at the Land Registry against the title to the Land or any part of the Land which is now or at any time during the ownership of the Landowner registered at the Land Registry of an inhibition in substantially the following terms:-

*"All dealings with the land herein including dispositions, or dealing by the registered owner or a receiver of the registered owner or any mortgagee are inhibited unless consented to by the Foundation whose address for the service of notices is Community House, Citylink Business Park, 6a Albert Street, Belfast, BT12 4HQ."*

7.2 The Landowner shall at its own cost and as soon as reasonably possible register and maintain the registration of the inhibition referred to in clause 7.1 against the title to the Land or any part of the Land which becomes at

any time after the date of this deed but during the ownership of the Landowner registered at the Land Registry and shall deliver to the Foundation a Folio Search of such title showing registration of the inhibition.

Executed as a deed by the

**COMMUNITY FOUNDATION FOR NORTHERN IRELAND**

by XX

Chief Executive/Solicitor to the Foundation

Executed as a deed by

[Landowner]

By: XX

Position:

Executed as a deed by

[Grant Recipient]

By: XX

Position:

Plan

[to be attached]

# F

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

| | |
|---|---|
| **Subject** | Corporate Improvement Plan 2016-2017 |
| **Reporting Officer** | P Moffett, Head of Democratic Services |
| Contact Officer | L Jenkins, Performance & Quality Officer |

| **1** | **Purpose of Report** |
|---|---|
| 1.1 | To consider for approval a Corporate Improvement Plan for the period 2016-2017. |

| **2** | **Background** |
|---|---|
| 2.1 | The Committee at its meeting of April 2016 considered a report on the outcome of the public consultation undertaken on the Council's draft Corporate Improvement Objectives to be set for the period 2016-2017. The committee agreed the Council's Improvement Objectives as:<br><br>• Consolidating & Improving the Delivery of Services<br>• Improving Our Management of Waste<br>• Promote & Assist in the Growth of the Economy |
| 2.2 | The Local Government Act 2014 and subsequent Departmental Guidance requires that the Council sets itself improvement objectives to improve the exercise of its functions for each financial year. This Act places a General Duty on the Council to make arrangements to secure continuous improvement. |

| **3** | **Key Issues** |
|---|---|
| 3.1 | Departmental Guidance requires Council to publish its Corporate Improvement Plan as soon as practicable after the start of the financial year. The draft plan, complete with detail on how the Council will deliver on its 3 Improvement Objectives is attached as Appendix A to this paper. |
| 3.2 | Since Committee and subsequent Council adoption of the 3 Improvement Objectives, arrangements have been made to identify how the council's full suite of services will contribute towards their achievement throughout 2016-17. All Services have an agreed Service Improvement Plan detailing the activities/ actions they will undertake within their area of work to make a contribution<br><br>**Corporate Improvement Plan (2016-17)** |
| 3.3 | The Corporate Improvement Plan, as detailed as Appendix A, encompasses the Council's performance improvement arrangements in place for 2016-17. However, in summary; |

| Improvement Objective | Performance Areas | Key Actions |
|---|---|---|
| Consolidating & Improving the Delivery of Services | 1) Maintain & Enhance our Service Standards | 4 |
| | 2) Supporting Representation of Our Citizens | 2 |
| | 3) Developing Medium to Long-Term Strategies for Our Communities | 7 |
| | 4) E-enabling Our Services | 5 |
| | 5) Strengthening Our Business Processes | 12 |
| Improving Our Management of Waste | 6) Ensuring Compliance with Regulatory Standards | 3 |
| | 7) Develop Innovative Practices to Meet Waste Needs | 4 |
| Promote & Assist in the Growth of the Economy | 8) Establishing long-term economic prospects for Mid Ulster | 4 |
| | 9) Strengthening Business & Employment Opportunities in the District | 5 |
| | 10) Maximising our Tourist & Visitor Potential | 6 |
| | **Total Key Actions** | 52 |

| 4 | **Resources** |
|---|---|
| 4.1 | **Financial** – N/A |
| 4.2 | **Human** – N/A |
| 4.3 | **Basis for Professional/ Consultancy Support** – N/A |
| 4.4 | **Other** – N/A |

| 5 | **Other Considerations** |
|---|---|
| 5.1 | Implementation of the Corporate Improvement Plan (2016-17) will be subject to assessment by the NI Audit Office and reported on after end of financial year 2016-17. The Audit Office will also undertake a 'forward looking assessment' to ascertain |

| | |
|---|---|
| | if Council arrangements in place for 2016-17 are sufficiently robust to meet its General Duty to secure continuous improvement in the exercise of its functions. |

| **6** | **Recommendations** |
|---|---|
| 6.1 | That the Committee considers, reviews and adopts the Corporate Improvement Plan for the period 2016-17. |

| **7** | **List of Documents Attached** |
|---|---|
| 7.1 | Appendix A: Draft Mid Ulster District Council Corporate Improvement Plan 2016-17 |

# Mid Ulster District Council

# Corporate Improvement Plan

# 2016 - 2017

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## 1.0 Introduction

Making improvements and maintaining standards in the current economic times remain a challenge, therefore it is more important than ever, that we focus the Council's resources on the areas that matter most to our communities. Through our Corporate Plan (2015-2019) we have, looked at how the Council can provide the best possible services in setting out our strategic direction, what the Council will do, throughout the four year period.

The Corporate Plan focuses on creating, building, delivering and sustaining what the Council will do. It focuses on four high level themes; delivering for Our People, Creating Growth, Sustaining our Environment and Building Unity, a copy of which is available at ww.midulstercouncil.org.

This forward facing Corporate Improvement Plan sets out the Council's arrangements for embedding a culture of continuous improvement across the organisation; with a specific focus on continually improving the delivery of our Services, and building on the Corporate Plan's commitment to embed a culture of continuous improvement which facilitates the effective, efficient and sustained delivery of Council services to the people of the Mid Ulster District.

Each year the Local Government (NI) Act 2014, hereafter referred to as The Act, requires the council to publish a forward facing Corporate Improvement Plan setting out its improvement objectives which it will use to improve how it will deliver its services and put in place arrangements to achieve them.

The council undertakes an annual review of its improvement objectives to make sure they remain relevant for citizens and affordable within any budgets. It is used to inform the decisions of the Council including; where resources are allocated as well as informing members, staff and the public what we intend to achieve as a Council. The Corporate Improvement plan is therefore a living document that must respond to changing local, regional and national contexts.

The council has linked its improvement objectives to its Corporate Plan (2015-2019) and each improvement objective has been developed to focus about improvement in at least one of the seven improvement aspects detailed The Act:

- Strategic effectiveness
- Service Quality
- Service Availability
- Fairness
- Sustainability
- Efficiency
- Innovation

This Plan is supported by service plans and strategies, where we are still seeking to bring about improvement in areas across the council. Planned improvements in our day to day business (activities) are set out in our Service Improvement plans.

We will judge our success by monitoring progress against agreed activities, outcome indicators, projects and targets, contained within this Plan, which will help us measure the difference we have made to local people. This plan and the associated service improvement plans are seen as the mechanism for delivering the Council's Corporate Plan and Council's Improvement plan objectives. Progress against these plans will be reviewed and monitored regularly.

## 2.0 Improvement Plan Objectives

### 2.1 Choosing Our Improvement Objectives

The Council's Policy and Resources committee in January 2016 set a timeline for developing the 2016-17 Improvement Objectives to ensure the councils performance improvement plan was published as soon as reasonably practicable after the start of the financial year, in line with Departmental Guidance.

The process of developing the improvement objectives commenced with Senior Management Officers and Heads of Service participating in a workshop in January 2016. Opportunity was taken to refresh everyone on the council's corporate plan, confirm our performance framework and prioritise our corporate plan priorities and identify anything that was missing which the Council should be focusing on throughout 2016-17, as areas for improvement.

This process did not provide us with improvement objectives in themselves but gave an initial indication of where Council's focus should be from an employee perspective, subject to member input. In summary 8 priorities emerged from our 28 priorities listed in our corporate plan and 67 additional activity areas were mentioned and grouped into 9 priority areas. Subsequently considered by council's Senior Management 3 draft improvement objectives emerged. The draft improvement objectives and performance indicators were considered by Elected Members at the council's Policy and Resources committee in February, being approved for public and staff consultation.

The outcome of the consultation and report on the final improvement objectives and indicators were considered by Elected Members at the Council's April Policy and Resources Committee and confirmed by Council. Our Services across the council subsequently undertook the final development to their Service Improvement Plans containing, improvement objectives, actions, measures and projects and taken through May committees and confirmed by Council.

### 2.2 How Consultation Informs Our Plan - Consultation methods

This year the consultation on the proposed objectives, with associated activities for the 12 month period from April 2016 was held from the 12th of February to the 11th of March 2016. It consisted of a survey made available for completion/submission through the Council's website. It was also made available for download, completion and return to Council Offices in hard copy format. Under each improvement objective the Council asked whether respondents agreed or disagreed with it and where respondents disagreed they were given the opportunity to tell us why. The survey also asked if there were any improvement objectives which respondents would like to suggest should be considered. The survey also provided for any other feedback on the proposed objectives that respondents may have had. The Corporate Improvement. The draft improvement objectives consulted on were:

1. **Consolidating and improving the delivery of services** – focusing on customer need, value for money, service improvement reviews, standardising services and providing quality customer experience.
2. **Improving our management of waste** – finding sustainable alternatives to treat, process and recover energy, improving our recycling rates and continue to divert waste to landfill.
3. **Promote and assist in the growth of the economy** – encouraging and facilitating economic growth, sectoral diversification, employability opportunities, continued regeneration of towns

and villages, enable infrastructure/connectivity and be a destination for tourism, culture and leisure activities.

The consultation was promoted via a variety of communication channels such as social media, internal staff meetings, Council website and press releases in local press, resulting in 41 responses being made.

## 2.3 Consultation Results

- 95% of respondents agreed with objective - consolidating improving the delivery of Council services.
- 98% of respondents agreed with objective - improving our management of waste
- 95% of respondents agreed with objective - promote and assist in the growth of the economy

With significant endorsement of the three proposed improvement objectives together with additional commentary/ideas provided the council has developed its 2016-17 Improvement Plan around them. When reviewed the commentary/ideas did not warrant the removal, amendment to or addition to those proposed.

# 3.0 Our Improvement Objectives - 2016 to 2017

Our Improvement Plan acts as the Council's Business Plan and is linked to the priorities in its 4 year Corporate Plan (2015-2019). The three Improvement Objectives were approved for the 2016 to 2017 period of the Corporate Plan and identify the highest priority areas for Council.

**Improvement Objective 1: Consolidating and Improving the Delivery of Services**

**Description**

*As a new local authority which has emerged from the winding up of three former councils as part of the reform of local government this objective has been set to ensure that Mid Ulster District Council's services are focused on customer need and are value for money for everyone who accesses and avails of them. The Council will work to further develop and strengthen how its services are delivered to a standard that is expected by its customers by continuing to embed a culture of continuous improvement which allows the bringing about of changes which supports improvements being made.*

*The Council wants to ensure the same standard of service and customer experience is given throughout the district, irrespective of which part of the district it is accessed and provided from. This objective will deliver a series of actions which complete the standardisation of services across the new Mid Ulster Council area. This we would expect should also contribute to the improvement of how we do things through service improvement reviews to ensure the delivery of customer centric value for money services.*

**Improvement Objective 2: Improving our Management of Waste**

**Description**

*Reducing our dependency on landfilling waste is an essential part of controlling the release of greenhouse gases into the atmosphere and helps protect the natural environment from pollution. Finding sustainable alternatives to treat, process and recover energy from waste are major issues in helping the Council move up the waste hierarchy. Improving our recycling rates means that our dependency on virgin raw materials is reducing therefore assisting us to live within the earth's available resources. Waste growth and waste production per person are useful indicators of economic activity but ones which increase the pressure on Councils to manage waste within existing resources.*

*The management of waste is a very visible council function accounting for a significant proportion of our budgetary expenditure. Although the Council's household recycling rate of 52.12% for the first quarter of 2015/16 of local authority Collected Municipal Waste has exceeded the current Department of the Environment target of 50% target by 2020, this may however be increased to 65% by 2030, 25% recovery and 10% landfill again by 2030.*

*This objective will focus on how council will continue to divert waste from landfill through increased activity in the area of encouraging recycling.*

**Improvement Objective 3: Promote and assist in the growth of the economy**

**Description**

*Supporting economic development and capitalising on investment opportunities is a documented priority within the Council's Corporate Plan. As a strategically located region the objective of the Council, and indeed this Improvement Objective, is to encourage and facilitate economic growth, sectoral diversification, employability opportunities and the continued regeneration of its towns and villages. In supporting and enabling this to happen the council will also want to play its part in improving the infrastructure and connectivity throughout Mid Ulster. The Council is placing the promotion and growth of the economic vibrancy of Mid Ulster at the heart of its improvement activity. This objective will focus on the delivery of the council's economic development plan, Our Plan for Growth and other plans around tourism, culture and leisure to:*

- *Enable economic growth and sectoral diversification*
- *Enable employability and skills base*
- *Enable town and village regeneration*
- *Enable infrastructure and connectivity*
- *Deliver a series of physical and regeneration projects.*
- *Be a destination for tourism, culture and leisure activities to maximise employment and spend in the district*

Individual Service Improvement Plans detail the Key Actions which will be undertaken to contribute to and deliver on each of the Council's Improvement Objectives.

## 4.0 Contributing to Improvement Aspects

In setting our improvement objectives an exercise was undertaken to ensure that they contributed to the seven improvement aspects of: Strategic Effectiveness (SE), Service Quality (SQ), Service Availability (SA), Fairness (F), Sustainability (S), Efficiency (E) and Innovation (I), and the collaborative nature of the work needed to deliver each one as set out in the Local Government (NI) Act 2014. The result of this exercise is contained in the following matrix:

| Improvement Objective & Performance Area | Seven Improvement Aspects | | | | | | |
|---|---|---|---|---|---|---|---|
| | SE | SQ | SA | F | S | E | I |
| **Objective one : Consolidating & Improving the Delivery of Services** | | | | | | | |
| 1) Maintain & Enhance our Service Standards | √ | √ | √ | √ | | √ | |
| 2) Supporting Representation of Our Citizens | √ | √ | √ | √ | | | |
| 3) Developing Medium to Long-Term Strategies for Our Communities | √ | √ | √ | √ | | | √ |
| 4) E-enabling Our Services | √ | √ | √ | √ | √ | √ | √ |
| 5) Strengthening Our Business Processes | √ | √ | √ | | | √ | |
| | SE | SQ | SA | F | S | E | I |
| **Objective Two: Improving Our Management of Waste** | | | | | | | |
| 6) Ensuring Compliance with Regulatory Standards | √ | √ | | √ | √ | √ | √ |
| 7) Develop Innovative Practices to Meet Waste Needs | √ | | √ | | √ | √ | √ |
| | SE | SQ | SA | F | S | E | I |
| **Objective Three: Promote and Assist in the Growth of the Economy** | | | | | | | |
| 8) Establishing long-term economic prospects for Mid Ulster | √ | | | √ | √ | √ | √ |
| 9) Strengthening Business & Employment Opportunities in the District | √ | | √ | √ | | √ | √ |
| 10) Maximising our Tourist & Visitor Potential | √ | | √ | √ | √ | √ | √ |

## 5.0 Delivery & Scrutiny of Our Improvement Objectives

There are a number of processes and policies used to shape how we deliver effective services to our communities. These help us to plan, govern and drive service delivery. We have examples of where our services are being delivered to a good standard for the benefit of local people, we also acknowledge as a new organisation that we should work to ensure consistency in how we develop and apply these processes and policies across all services to support and drive improvement. The following paragraphs provide some further information on these key procedures and some of the work that we have been doing to strengthen them.

### 5.1 Strengthening Performance Management - Service Planning & Risk Management

Work as undertaken during 2015-16 to develop and embed a performance management framework for council. The Council's service improvement planning process allows clear links to be established between Corporate Plan priorities, Improvement Objectives, Service Improvement Plans (SIP's), Team Plans and Individual Work Plans. It ensures everyone working for the Council is able to see how their work contributes to the work of the organisation. This approach is underpinned by a set of outcome focused documents, providing for consistency in approach across the organisation.

Service Improvement Plans also have a focus on managing any risks which may impede the full delivery of our services, identified during the service improvement planning process. The Council uses risk management to maximize opportunities and minimize risks to manage the barriers which may prevent the Council from achieving its objectives. This approach will improve the Council's ability to deliver priorities and improve outcomes for the District. This is why the Council deems it important to link business planning and risk management to:

- Help the Council achieve its overall aims and objectives
- Manage the significant risks the Council faces to an acceptable level
- Assist with the decision making process
- Implement the most effective measures to avoid, reduce and control those risks
- Balance risk with opportunity
- Manage risk and internal controls in the most effective way

The Service Improvement Plan process is designed to encourage conversations throughout Council, so resources are used to maximise the impact our activities have on the wellbeing of people living and working in Mid Ulster. All service areas monitor their plans on a regular basis to update their progress and report on their respective chosen improvement objectives through to senior management Team and Council's Policy and Resources Committee on a quarterly basis. Each year, the plans are formally reviewed to ensure they capture the activities that are planned for the financial year ahead.

## 5.2 Scrutiny and Reporting Arrangements: Audit, Inspection and Regulation

As a public organisation the council is regularly inspected by the Northern Ireland Audit Office to challenge and examine its performance and effectiveness. The main piece of work for the Auditor under its performance framework programme is an annual improvement assessment, conducted under section 94 of the Act, to determine whether the Council is likely to comply with the requirements of the Act. The Auditor will also undertake an improvement and planning audit (as required under section 93 of the Act) to ascertain whether the Council has discharged its duties under section 92 of the extent to which it has acted in accordance with any Departmental guidance - these will be undertaken in a series of assessments, both forward looking and retrospective.

In October 2015 the Local Government Auditor confirmed, following an audit and assessment of Mid Ulster District Council's performance improvement responsibilities, that the Council had established arrangements to secure continuous improvement throughout 2015-16 in the exercise of its functions for the introductory year of the commencement of Part 12 of the Act on performance improvement.

In addition to the objectives and aligned actions the Council is using to measure its performance the Northern Ireland Assembly has set performance measures (indicators and standards) for the Council on which it will report annually. These have been integrated within the activities of the relevant Council Service and are shown within this Plan in the Key Actions sections under each of the relevant Improvement Objectives. These are denoted throughout with the following symbols ** (Indicators and Standards).

The Chief Executive, Senior Management and the Council's Policy and Resources Committee will consider quarterly monitoring reports on Council's progress on delivering upon the objectives within this improvement plan for 2016-17.

## Contacting Us

Mid Ulster District Council is committed to improving our services and it is important that we listen to what the community has to say. We welcome your comments or suggestions at any time of the year, as your views are important to us.

If you, have any comments, would like any further information or would like a copy of this plan in an alternative format please contact:

Democratic Services Team
Council Offices
Circular Road
Dungannon BT71 6DT

Telephone: 03000 132132
Email: info@midulstercouncil.org

## 6.0 Improvement Objectives

### 6.1 *Consolidating and Improving the Delivery of Services*

**Links to the Corporate Plan:** Delivering For Our People and Building Unity

### Description of Improvement Objective

The Council will work to further develop and strengthen how its services are delivered to a standard that is expected by its customers by continuing to embed a culture of continuous improvement which allows the bringing about of changes which supports improvements being made. This objective will deliver a series of actions which complete the standardisation of services. This will also contribute to the improvement of how we do things through service improvement reviews to ensure the delivery of customer centric value for money services. The Council will concentrate on five cross-cutting performance areas in relation to consolidating and improving our service delivery.

### Why Have We Chosen this Improvement Objective?

As a new local authority which has emerged from the winding up of three former councils this objective has been set to ensure that Mid Ulster District Council's services are focused on:

- Customer need and are value for money for everyone who accesses and avails of them.
- The Council wants to ensure the same standard of service and customer experience is given throughout the district, irrespective of which part of the district it is accessed and provided from.

### What have we done so far?

Council has implemented a new Registration (Registrar) booking system, where customers can avail of an integrated appointment system and a variety of payment methods**.** All three main Council offices have extended their opening hours (9:00 – 17:00 hours Mon-Fri.) and we have implemented a new telephony system which allows the new Council to have a new central number for all three reception sites in, Magherafelt, Cookstown and Dungannon (telephone: 03000132132).

We have obtained and gauged customer feedback and satisfaction with front line services by carrying out mystery shopping visits and customer surveys at our 7 Leisure facilities (MUSA, Meadowbak Sports Arena, Greenvale Leisure Centre (LC), Cookstown (LC), Dungannon (LC), Maghera (LC) and Moneymore (LC)), the customer satisfaction levels will be used to inform future service delivery/improvements/actions required, in order to meet or exceed customer satisfaction. The Council has also completed visitor survey reports at Dungannon Park and Ballyronan Marina and a Tourism survey has also been finalised which will contribute to the new Tourism strategy. Council has also developed a three year strategy in relation to the development and implementation of Mid Ulster prices and charges for Leisure facilities, thus far we have developed a Pricing policy and the equalisation process has continued.

## What Will We Do This Year to - Consolidate and Improve delivery of our Services?

### *1. Performance Area - Maintain and enhance our service standards*

Service standards are an important element of service management excellence within Council, they help clarify expectations for: customers, members, and employees; they enable performance management and support customer satisfaction. A service standard is our public commitment to a measureable level of performance which customers can expect, and they reinforce accountability by making our performance transparent.

**Key Actions for 2016/17.**

- ** 70% of all planning enforcement cases are progressed within 39 weeks of receipt of complaint.
- 100% of all scoped food premises within the district transfer to the mandatory food operating rating scheme
- 100% of FOI's responded to within 20 days.
- 90% domestic applications responded to within 21 days maintained and/or improved and 92% domestic applications responded to within 21 days maintained and/or improved.

** (statutory indicator/standard).

**What difference will it make? – Improvement outcomes.**

- Planning enforcement cases are concluded at a faster pace.
- All food premises within the scope of the programme, are in receipt of standard information and must display their food hygiene rating to the public.
- All requesters of FOI's receive a response within 20 days.
- Building Control Customers receive an efficient and responsive service in relation to domestic and non-domestic applications

**Performance improvement aspects:**

Strategic Effectiveness, Service Quality, Fairness, Efficiency and Service Availability.

### *2. Performance Area- Supporting Representation for Our citizens*

Elected members today face increasing challenges, there are heightened expectations on them to undertake a diversity of roles ranging from that of community leader to their special responsibilities within the Council. The Council is striving to provide the best possible support service for their members to enable them to meet their challenges.

**Key Actions for 2016/17.**

- Undertake a review of service provision and support for elected members by July 2016 and

- Conduct an elected member survey in relation to support and learning opportunities where 75% of members feel they are supported to undertake their role.

**What difference will it make? – Improvement outcomes.**

- Reviewed provision & support to elected members identified and implemented.
- Members feel they are supported to undertake their role.

**Performance Improvement aspects:**

Strategic Effectiveness, Service Quality, and Fairness and Service Availability.

## *3. Performance Area - Developing Medium to Long-Term Strategies for our Communities.*

As a Council we need to plan the future direction on the basis of the best strategic fit between the resources available to meet stakeholder needs and expectations. Strategies help the Council to think through what they want to focus on and how they will achieve it, thus ensuring they are motivated on the things that really matter; it gives a clear sense of direction based on analyses of different strategic choices and their implications. Plans will assist the Council set priorities, demonstrate ambition, focus (challenge complacency and inspire innovation) and help to ensure limited resources are spent appropriately.

**Key Actions for 2016/17.**

- Develop a 3 year Countryside Recreation Strategy (2017- 2020) and action plan.
- Develop a Five year (2017- 2022) Arts and Culture Plan for Mid Ulster region.
- Develop a Ten Year Leisure Facility Strategy.
- Develop a Three year Parks Strategy (for 2017 – 2022), commissioned and in place and undertake and complete 3 Park sites safety audits.
- Develop a Mid Ulster District Community Plan.
- Develop a 3 Year Mid Ulster District Peace Plan.
- To increase and develop the Mid Ulster Tourism Information proposition through a 7.5 % increase of Tourist information centre enquiries being processed, action plan for partnerships with private sector developed.
- 100 % of Visitor Centre Information staff trained in Tourist Northern Ireland Standards.

**What difference will it make? – Improvement outcomes.**

- A countryside Recreation Strategy will provide focus and measureable progress on the development of Countryside Recreation and Access Plan.
- Provides a five year clear direction of travel for Culture and Arts within the region.
- Use the Leisure Facilities Strategy to advise Council on the future delivery of facilities and services across the district.
- To inform delivery of Parks services across district and engender proactive Parks health and safety management/ maintenance is in place.

- Greater integration and collaborative partnership working/delivery with statutory and non-statutory partners.
- Increased peace and reconciliation activity across the District.
- Create integrated multi-channel communications platforms to allow the management & improvement of "Business to Business" (B2B) communications across the tourism industry.
- Frontline Visitor Information officers will have skills/ competencies, which will in turn increase the attractiveness of Mid Ulster to potential visitors.

**Performance improvement aspects:**

Strategic Effectiveness, Service Quality, Innovation, Fairness and Service Availability.

## *4. Performance Area - E-enabling Our Services (Digital First).*

By "Digital", we mean internet-enabled services, such as desk-top, lap-top, tablet, and mobile phone. In just over two decades the internet has become a huge part of our everyday lives. Upwards of 82% of adults in the UK and Ireland regularly use the internet, with more and more of us going on-line to shop, buy and seek information. The Council will aim to develop services that allow straightforward access to information and services in times and ways that are convenient to customers/users, rather than to us as providers - transactional services offers great scope to improve efficiency and customer experience. We will continue to develop and enhance our social media services.

Whilst the majority of transactions are between Council and individuals, there are also a significant number of transactions between Council and business. This includes some which can be very complex and high value (for example procuring, purchasing and commissioning goods and services). Many people who are off line will keep using the services in non-digital ways such as face-to-face, or by telephone. We will not leave anyone behind, however, over time, the success of better designed digital services will allow Council to reduce the scale and profile of less convenient, less effective and less efficient contact methods.

**Key Actions for 2016/17.**

- Web and social media channels agreed and in place, with daily and weekly content planning in place and monitored and specific Engagement targets to be established.
- New E-tendering operational software package procured and implemented and an E-tendering learning and development programme developed where 100% of relevant staff attend training sessions.
- Explore the potential for on-line applications for grants for Community Financial Assistance Programmes.
- Enhance Council's Online Business Directory now available for businesses to upload details and be used as a communication tool for businesses to regularly promote opportunities and disseminate information from key partners.
- Provision of 2 accessible on-line self-service facilities for Building Notices and Regularisation Certificates in place.

**What difference will it make? – Improvement outcomes.**

- The Council's digital presence is coordinated and supporting key corporate, departmental and service-specific communications requirements.
- Standardise process of tendering which will attain value for money by less manual advertisement, efficiencies generated by electronic process, improved contract management and relevant staff have knowledge and skills required to deliver improved reporting functionality/management information.
- Increased on-line opportunities available for community groups to access grants.
- Directory used as key communication tool with minimum of 1,000 Mid Ulster businesses.
- Move to a self-service business model, where applicants are capable of accessing on-line facilities "24/7 always on anytime, anywhere" model to drive a better customer experience by expanding how customers can engage and transact with the Council.

**Performance improvement aspects:**

Strategic Effectiveness, Service Quality, Service Availability, Fairness, Sustainability, Efficiency and Innovation.

## *5. Performance Area - Strengthening Our Business Processes*

Every Council wants to develop its business, to improve the performance of its daily operational work and quality of its service delivery. Business processes are the operational activities that provide, produce and deliver its services, with or without digital or electronic support. While we have placed an emphasis on e-services as a way of improving service delivery, business development requires a much broader view that goes beyond a web-site; it is essential to consider all “behind the scenes” and back office business. It is important to review all business processes that affect performance of a service in order to improve the daily life of customers and employees.

**Key Actions for 2016/17.**

- Completion of two further Economic Development Project Governance Frameworks.
- Develop a documented Disaster Recovery and Business Continuity Plan with 100% of identified relevant stakeholders attend Disaster recovery & Business Continuity briefing sessions and % progress against plan to test tier 1 applications recovery procedures tested and application recovery procedure tests addressed.
- Develop and implement 3 new Information Communication Technology (ICT) policies, available on Council intranet and all relevant staff complete associated training.
- Undertake an options appraisal for the future management of Greenvale Leisure Centre.
- Produce a document to explain how planning works for members of the public and. DOE and Full Council agree the Protocol and Scheme of Delegation.
- Procure a "value for money" print management service which will contribute to Council efficiencies and effectiveness.
- Implementation of electronic ordering across Council.
- Installation of e-enabled system which standardises the Building Control inspection fee invoicing process.

- Service roll out of an Environmental Health Regulatory Management cloud based software platform/system.
- Implement a Legal Services Case Management System.
- To procure and implement an Asset Management Strategy and Building Maintenance system.
- Develop consistent and efficient financial practices in relation to Building Control income generation and debt collection integrated financial management/ software system in place across 3 sites.

**What difference will it make? – Improvement outcomes.**

- Governance processes established in economic development section to ensure consistency of approach.
- Formal assurance that up-to-date Council Disaster Recovery and Business Continuity, relevant stakeholders fully aware/conversant with Council's Disaster Recovery & Business Continuity and current tests undertaken for Tier 1 applications and all relevant refinements arising from tests identified and addressed.
- Clear Standard of ICT service provision/requirements developed and staff have knowledge and skills to adhere to policies.
- Clarity on project scope & options Appraisal to inform recommendations to Council on the future delivery of the Greenvale LC Management Contract.
- Members of the public are provided with a clear indication of the role and responsibilities of the Council's Planning Department.
- An appropriate service in operation in order to consolidate and rationalise printing environment while optimising sourcing and supply chains.
- Delivering measureable efficiencies including: Improved efficiency in service departments' ordering process as orders will be able to be raised and authorised electronically, Invoice clearance times; number of invoice queries, number of incorrectly raised purchase orders.
- Alignment will remove duplication of administration time & improve controls over Inspection fees invoice generation & controls.
- Environmental health staff will have more accessible access (e-enabled) to information required to deliver on service objectives, improve consistency across core functions and improve links of information flows between onsite and back office.
- Assist in the standardisation of legal services across the Council; increase efficiency of the provision of legal services, standardisation of legal documentation; improve how we manage workflows.
- A full schedule of Council ownership records, property maps and building layouts and measurable progress against maintenance schedule.
- Integration will deliver improved financial processes and debt control; alignment will reduce administration duplication and improve controls.

**Performance improvement aspects:**

Strategic Effectiveness, Efficiency, Service Quality and Service Availability.

## 6.2 Improving Our Management of Waste

Links to the Corporate Plan: Sustaining Our Environment.

### Description of Improvement Objective

The management of waste is a very visible council function accounting for a significant proportion of our budgetary expenditure. Although the Council's household recycling rate of 52.12% for the first quarter of 2015/16 of local authority Collected Municipal Waste has exceeded the current Government target of 50% target by 2020, this may however be increased to 65% by 2030, 25% recovery and 10% landfill again by 2030. This objective will focus on how council will continue to divert waste from landfill by increased activity in the area of recycling. The Council will concentrate on two cross cutting performance areas in relation to improving our management of waste.

### Why Have We Chosen this Improvement Objective?

Reducing our dependency on landfilling waste is an essential part of controlling the release of greenhouse gases into the atmosphere and helps protect the natural environment from pollution. In order to do this Council will:

- Find sustainable alternatives to treat, process and recover energy from waste are major issues in helping the Council move up the waste hierarchy.
- Improve our recycling rates means that our dependency on virgin raw materials is reducing therefore assisting us to live within the earth's available resources. Waste growth and waste production per person are useful indicators of economic activity but ones which increase the pressure on Councils to manage waste within existing resources.

### What have we done so far?

The council has developed, in conjunction with Omagh and Fermanagh Council and with Armagh, Banbridge and Craigavon Council, a regional waste management plan for submission to the Northern Ireland Department of Environment. The Council has adopted a new refuse collection and recycling policy and undertaken a review of Commercial Waste Services. The Council has completed 4 capital works schemes at; Drumcoo recycling centre, Coalisland recycling centre, Tullyvar landfill and Ballymacombs landfill sites. Analysis for a new waste transfer station site was undertaken, with Drumcoo in Dungannon identified as the preferred location and an agreed plan of action has been drawn up to extend collaborative route optimization partner contract arrangements to Magherafelt and Dungannon. The roll out of the brown bin scheme to rural areas (in Dungannon) for the collection of garden and food waste has been completed. Council has also undertaken a Technical Environmental and Economic practicability (TEEP) assessment, on the dry recyclables collection service, to ensure legal compliance in relation to Northern Ireland Waste Regulations and route map requirements.

The Environmental Services department has successfully achieved ISO 18001 certification for its Cookstown and Moneymore recycling centres and retained its ISO 14001 accreditation for its

Magheraglass landfill site. A new annual recycling environmental education and awareness communication plan has been developed and approved by Council.

## What Will Do This Year to - Improve our Management of Waste?

## *6. Performance Area - Ensuring Compliance with Regulatory Standards.*

The Council's waste collection and disposal services works within the context of the need to direct waste from landfill to meet the following regulatory and legislative requirements, such as; European Directive targets, EU waste policy, UK and Northern Ireland primary and secondary legislation; which also forms the basis for waste policy. Legislation in Northern Ireland has evolved significantly over the years and legislative compliance is a key driver in increased waste management costs. Included in the rising costs is the need to deal with increasing waste arising's, to find the infrastructure required to direct waste from landfill and pay increases in landfill tax and costs related to Pollution, Prevention and Control (PPC) regulations. The management of municipal wastes presents significant challenges to Council, as it is also the focus of much public interest, and because there are statutory targets attached.

**Key Actions for 2016/17.**

- **No more than 20,231 tonnes of BLACMW (Biodegradable Local Authority Municipal Waste) sent to landfill % tonnage of target met.
- **Approximately 35,000 tonnes of household waste recycled and/or composted % tonnage.
- **No more than approximately 28, 0000 tonnes of household waste sent to landfill.

**** (statutory indicator/standard).

## What difference will it make? – Improvement outcomes.

- Statutory Targets met in reduction of BLACMW sent to landfill
- Statutory targets met - Increase the amount of household waste recycled and or composted.
- Statutory targets met - restrict the amount of household waste landfilled as a percentage of total annual household waste arisings to under 40%.

**Performance improvement aspects:**

Strategic Effectiveness, Service Quality, Innovation, Efficiency, Fairness and Sustainability.

## *7. Performance Area - Develop Innovative Practices to Meet Waste Needs.*

Waste management touches every person who lives in the District it is essential and a highly visible service. In fact, residents are one of the cornerstones of a successful waste management system as their participation and willingness to protect the environment helps to drive the system to higher levels. Councils are a key part of this agenda, they are ideally placed (in their role), to design and tailor local policies, to the needs of differing communities and provide community leadership. Councils must encourage people and businesses to think more seriously about the role of waste in their daily lives. The effective co-ordination of identifying land suitable for waste facilities, waste collection and disposal, long-term investment plans, and the implementation of a wider local strategy are vital to the effective management of waste at a local level.

### Key Actions for 2016/17.

- To ensure the successful delivery of the landfill gas infrastructure capital works project at Ballymacombs landfill site facility.
- To oversee the design of new waste transfer station at Drumcoo and the acquisition of planning approval at the facility.
- To progress the refuse collection route optimisation project within the former Magherafelt district boundary/catchment area.
- To develop a Sustainability Framework for Mid Ulster District Council.

### What difference will it make? – Improvement outcomes.

- New landfill gas management system in place.
- Waste transfer station is a convenient tipping point for general waste and recyclable materials where material is bulked up before being transported to another location for further treatment or disposal.
- New refuse collection routes designed and ready for implementation.
- Facilitate the transition to a more proactive and structured management approach to sustainable development.

### Performance improvement aspects:

Strategic Effectiveness, Service Availability, Innovation, Efficiency, and Sustainability.

## 6.3 Promote and Assist in the Growth of the Economy

Links to the Corporate Plan: Creating Growth and Sustaining Our Environment

### Description of Improvement Objective

This objective will focus on the delivery of the council's economic development plan, *Our Plan for Growth* and other plans around tourism and culture to:

- Enable economic growth and sectoral diversification
- Enable employability and skills base
- Enable town and village regeneration
- Enable infrastructure and connectivity.
- Be a destination for tourism, culture and leisure activities to maximise employment and spend in the district.
- Deliver a series of physical and regeneration projects.

The Council will concentrate on three cross-cutting performance areas in relation to promoting and assisting the economy.

### Why Have We Chosen this Improvement Objective?

Supporting economic development and capitalising on investment opportunities is a clearly documented priority within the Council's Corporate Plan. As a strategically located region the objective of the Council, and indeed this improvement objective, is to:

- Encourage and facilitate economic growth, sectoral diversification, employability opportunities and the continued regeneration of its towns and villages.
- Improve the infrastructure and connectivity throughout Mid Ulster.
- Place the promotion and growth of the economic vibrancy of Mid Ulster at the heart of its improvement activity.

### What have we done so far?

Mid Ulster is the most entrepreneurial region in Northern Ireland in terms of business start-ups, we have 7,915 businesses, which is the largest business base (outside Belfast) and represents 12.9% of the regional value, as well as having the second lowest unemployment rate in the region. We have carried out extensive consultations with local stakeholders in the formulation of Local Economic Development Strategy "Our Plan for Growth", (2015-2020), which is both ambitious and innovative, in seeking to deliver the message that Mid Ulster is "ready to do business". The strategy was launched on Tuesday the 20th of October 2015 at Stormont, the plan identifies four priorities to drive growth and regeneration, and these are: economic growth, employability and skills, town and village regeneration and infrastructure and connectivity.

During 2015 to 2016, we have also developed a Town Centre action plan to promote and enhance Mid Ulster's 5 Town Centre's and prepared a new Rural Development plan to draw down substantive funding from Government. A new online Business Directory has been developed; as a communication tool to promote Mid Ulster Businesses. We have continued to develop and enhance local networks and sought new partnerships, to create a strong and resilient business community, by developing a cross-border integrated development plan through the Blackwater Regional Partnerships. The Council has also identified two Strategic alliances with partner organisations; that is, the South West College and the Irish Central Border Area Network (ICBAN), to maximise funding opportunities to enhance the Mid Ulster Council area. The promotion of jobs through the Department of Enterprise, Trade & Investment's Regional Start Initiative, has also seen the delivery and completion of 413 client led business plans for the district in 2015/16.

## What Will Do This Year to Improve Promoting and Assisting the Economy?

## *8. Performance Area - Establishing long-term economic prospects for Mid-Ulster.*

The purpose of local economic development is to build the economic capacity of a local area to improve its economic future and the quality of life for all. It is a process by which business and the public sector work actively to create better conditions for economic growth and employment generation. We want to promote the towns and villages of Mid Ulster as places to shop, visit, invest and live and the Council has identified initiatives to ensure the district sustains the momentum of developments progressed in recent years, such as physical improvement schemes. Another initiative is parking, its availability and charging, which needs to be balanced to act as encouragement for business owners, staff, residents, tourists and visitors to park in a way which helps support the long-term sustainability of our towns and villages.

**Key Actions for 2016/17.**

- Develop a Car Park Strategy and associated action plan for Mid Ulster District Council (2016 – 2026).
- To deliver the Mid Ulster District Council Capital programme (12 projects) to time and to budget.
- To develop and implement a strategy for dealing with Major Planning Applications.
- **Major Planning Applications are processed within an average of 30 weeks.

**** (statutory indicator/standard).

**What difference will it make? – Improvement outcomes.**

- Strategy to agree an alternative Car Park delivery model.
- 12 completed capital programme projects will enhance the infrastructure image of the district and generate positive outlook.
- Planning Department deal with Major Planning applications faster.
- Continue to develop and engender an effective planning system.

**Performance Improvement aspects:**

Strategic Effectiveness, Innovation, Efficiency, Fairness, Sustainability.

## *9. Performance Area -Strengthening Business & Employment Opportunities in the District.*

One of the main drivers for strong economic growth is the availability of a highly skilled workforce. Council seeks to address skills required in the district's key sectors, while ensuring that those not in employment or training have the opportunity and support they require to find a job or apprenticeship. Our local networks and partnerships have helped to create a strong and resilient business community which has in recent recessionary times continued to evolve. We want to ensure that this continues. We want to develop and enhance advice and support to new and existing businesses as potential investors to ensure Mid Ulster District is "open for business".

**Key Actions for 2016/17.**

- Develop an Options paper for Undertaking Apprenticeship Programmes within Council.
- Progression of key initiatives from Council's Strategies - Economic Development Plan (2015-2020), Town Centre Action Plan (2016/17), Rural Development Plan (2015-2020) and Blackwater Regeneration Strategy to include, (1) Business Dev Programme, (2) Tender Programme, (3) Online Programme, (4) Social Enterprise Programme, (5) Shop Improvement Scheme, (6) Two Regeneration Projects, (7) Town Centre Events Programme, (8) Rural Business Investment Scheme, (9) Rural Services Scheme, (10) Village Environmental Improvement Schemes.
- Two new Strategic Alliances with partner organisations to pursue funding opportunities
- **390 new businesses supported by the Council through Business Start Programme (210 jobs promoted through Business Start Up Activity)
- **Local planning applications are processed within an average of 15 weeks.

**** (statutory indicator/standard).

**What difference will it make? – Improvement outcomes.**

- Maximising opportunities for development by helping address educational, skills gaps in district.
- Range of key initiatives progressed, driving economic growth and development, town centre and rural regeneration and cross border development.
- New opportunities to explore potential to access funding for Mid Ulster projects.
- Increase employment, attract investment to district and support businesses.
- Planning Department deal with Local Planning applications faster

**Performance improvement aspects.**

Strategic Effectiveness, Innovation, Efficiency, Fairness, and Service Availability.

## *10. Performance Area - Maximising our Tourist and Visitor Potential.*

Within the district is a tourism product comprising history and heritage, cultural venues, events, visitor attractions and a natural environment providing for a range of outdoor activities and recreation, which the community as a whole benefits from by having high quality visitor experiences all year round. We will continue to support the tourism sector at a local level by supporting and maintaining relationships with agencies to foster economic growth. It is also important that Council's visitor information has a strong presence to ensure visitor information is available on the locality focusing on attractions, accommodation, events and the surrounding area.

### Key Actions for 2016/17.

- Completion of Seamus Heaney HomePlace Facility in Bellaghy, with a programme of activity confirmed and being delivered, the facility is operational.
- Develop Seamus Heaney HomePlace Tactical Marketing and Communications Plan.
- 100% of all MUDC Leisure Services' facilities will have working Marketing Action Plans.
- To establish and develop a tourism industry forum - 25 - 30 new business sign ups.
- Increase the visitor number and tourism spend available within the Mid Ulster District and hold a series of Networking Events.
- 3 year Operational Clean Neighbourhood Programme developed

**What difference will it make? – Improvement outcomes.**

- Optimising the tourism and cultural potential for Mid Ulster by: generating visitor spend, increasing performance and exhibition space, and developing and delivering annual programme of cultural and arts activities for the community.
- Seamus Heaney HomePlace is positioned as an important cultural centre nationally and internationally and is successfully opened.
- Measureable progress against Leisure facilities service objectives demonstrated.
- Offer an integrated multi-channel communications platforms that will improve and enhance B2B & business to customer communications across the Mid Ulster tourism industry.
- 1,500 additional bed nights - Economic Value £64,500 and deliver 3 Tourism business engagement/networking events.
- Promote environmental responsibility.

### Performance improvement aspects:

Strategic Effectiveness, Innovation, Efficiency, Fairness, Sustainability, and Service Availability.

# G

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

| | |
|---|---|
| **Subject** | NI Government Departments & NI Assembly Committees |
| **Reporting Officer** | P Moffett, Head of Democratic Services |

| 1 | **Purpose of Report** |
|---|---|
| 1.1 | To update the committee on the new Northern Ireland Government Departments and membership of the NI Assembly Statutory and Standing Committees following the 5 May 2016 Assembly Election. |

| 2 | **Background** |
|---|---|
| 2.1 | As an outworking of the 2014 Stormont House Agreement and underpinned by the 'Fresh Start - Stormont Agreement and Implementation Plan', the number of Government Departments has reduced from 12 to 9. This has resulted in the functions and services delivered by the 12 former Departments being restructured and transferred to the relevant new Department. |
| 2.2 | The May 2016 NI Assembly Elections resulted in the appointment of new Chairpersons, Deputy Chairpersons and Members to the Assembly's Statutory and Standing Committees to reflect the outcome of the election. The Assembly's 9 Statutory Committees mirror the 9 Departments. |

| 3 | **Key Issues** |
|---|---|
| | **<u>Government Departments</u>** |
| 3.1 | The new Departments are: |

| | | |
|---|---|---|
| Executive Office | Agriculture, Environment & Rural Affairs | Communities |
| Economy | Education | Finance |
| Health | Infrastructure | Justice |

| | |
|---|---|
| 3.2 | Information on the functions of each of the new Departments complete with the Minister with responsibility and contact details for the Department is set out as Appendix A. If a related function has moved to a new Department, the associated Arms-Length Body has also move to the new Department. |
| | **<u>NI Assembly Committee Memberships</u>** |
| 3.3 | The Assembly has 9 statutory committees which the mirror the 9 Government Departments of the NI Civil Service. Those MLAs which will serve are Chairs, Deputy Chairs and Members of each committee during the Assembly's 2016-2021 mandate, complete with contact details for each committee is set out as Appendix B. |

| | |
|---|---|
| 3.4 | The names of the Chairs, Deputy Chairs and Members of each of the Assembly's Standing Committees, complete with contact details for each committee, is also attached as part of Appendix B. The Assembly's Standing Committees are the:<br><br>• Assembly & Executive Review Committee<br>• Audit Committee<br>• Committee on Procedures<br>• Public Accounts Committee<br>• Standards & Privileges Committee |

| **4** | **Resources** |
|---|---|
| 4.1 | **Financial** – N/A |
| 4.2 | **Human** – N/A |
| 4.3 | **Basis for Professional/ Consultancy Support** – N/A |
| 4.4 | **Other** – N/A |

| 5 | **Other Considerations** |
|---|---|
| 5.1 | Details on the new Government Departments and NI Assembly Committees will be circulated to all Councillors, as documents for future reference. |

| **6** | **Recommendations** |
|---|---|
| 6.1 | That the committee notes receipt of the documents containing information on the Government Departments and NI Assembly Committees. |

| **7** | **List of Documents Attached** |
|---|---|
| 7.1 | Appendix A - NI Government Departments: Functions, Ministers & Contact Details<br><br>Appendix B – NI Assembly Committees: Chairs, Deputy Chairs and Membership |

**Appendix A**

# Northern Ireland Government Departments – May 2016

| New Department | Functions | Minister with Responsibility | Contact Details |
|---|---|---|---|
| **The Executive Office (TEO)** | Office of the First Minister and Deputy First Minister plus<br><br>• Strategic Policy and Innovation Unit.<br><br>Office of the First Minister and Deputy First Minister less<br><br>• Policy responsibility for Sustainability Strategy<br>• Policy responsibility for Older People, Active Aging Strategy. Sponsor Branch for Older People with exception of appointment of Commissioner<br>• Policy responsibility for Disability Strategy, Anti-Poverty and Child Poverty. Co-ordinating work across departments<br>• Policy responsibility for Childcare Strategy<br>• Policy responsibility for Children and Young People. Sponsor Branch for Commissioner for Children and Young People with the exception of the appointment of the Commissioner<br>• Policy responsibility for Gender and Sexual Orientation<br>• Responsibility for Age Discrimination under Regulation 37 of the Employment Equality (Age) Regulation (NI) 2006<br>• Crumlin Road Goal Programme- Project Management<br>• St Lucia ex-Ministry of Defence site<br>• Planning Appeals Commission and Water Appeals Commission administrative support<br>• Northern Ireland Direct Central Editorial Team<br>• Government Advertising Unit. | First Minister<br>Arlene Foster MLA<br>DUP<br>(Fermanagh & South Tyrone)<br><br>Deputy First Minister<br>Martin McGuinness MLA<br>SF<br>(Foyle)<br><br>**Junior Ministers**<br>Alastair Ross MLA (FM)<br>DUP<br>(East Antrim)<br><br>Megan Fearon MLA (dFM)<br>SF<br>(Newry & Armagh) | GD36 Stormont Castle<br>Stormont Estate<br>Belfast<br>BT4 3TT<br><br>Phone: 028 9052 8400<br><br>ps.ministers@executiveoffice-ni.gov.uk<br><br>www.executiveoffice-ni.gov.uk |

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| **Department of Agriculture, Environment and Rural Affairs (DAERA)** | Department of Agriculture and Rural Development functions (less Rivers Agency) plus<br><br>• Environmental functions from the Department of the Environment (including regulation and excluding Built Heritage from the Northern Ireland Environment Agency)<br>• Inland Fisheries from the Department of Culture, Arts and Leisure<br>• Policy Responsibility for Sustainability Strategy | Michelle McIlveen MLA<br>DUP<br>(Strangford) | Dundonald House<br>Upper Newtownards Road<br>Belfast<br>BT4 3SB<br><br>Phone: 0300 200 7852<br><br>Text number: 0300 200 7851<br><br>www.daera-ni.gov.uk |
| **Department for Communities (DfC)** | Department for Social Development functions plus<br><br>• Department of Culture, Arts and Leisure functions including Public Records Office Northern Ireland and excluding inland fisheries and waterways<br>• Employment Service from the Department for Employment and Learning<br>• Local Government from the Department of the Environment including 'Built Heritage' from Northern Ireland Environment Agency<br>• Policy responsibility for Older People, active Aging Strategy. Sponsor branch for Commissioner for Older People with the exception of the appointment of the Commissioner<br>• Policy responsibility for Disability Strategy, Anti-Poverty and Child Poverty. Co-ordinating work across departments<br>• Sponsor branch for Commissioner for Children and Young People with the exception of the appointment of the Commissioner<br>• Policy responsibility for gender and sexual orientation<br>• Debt advice from the Department of Enterprise | Mr Paul Givan MLA<br>DUP<br>(Lagan Valley) | Lighthouse Building<br>1 Cromac Place<br>Gasworks Business Park<br>Ormeau Road<br>Belfast<br>BT7 2JB<br><br>Phone: 028 9082 9000<br><br>www.communities-ni.gov.uk/ |

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| | Trade and Investment<br>• Financial Capability Strategy from the Department of Enterprise Trade and Investment<br>• Economic Inactivity Strategy from the Department for Employment and Learning | | |
| **Department for the Economy (DfE)** | Department of Enterprise, Trade and Investment functions plus<br><br>• Department for Employment and Learning functions except Employment Service | Simon Hamilton MLA<br>DUP<br>(Strangford) | Adelaide House<br>39-49 Adelaide Street<br>Belfast<br>BT2 8FD<br><br>Phone: 028 9052 9900<br><br>Text number: 028 9052 9304 (for deaf and hard of hearing users only)<br><br>information@economy-ni.gov.uk<br><br>www.economy-ni.gov.uk/ |
| **Department of Education (DE)** | Department of Education functions plus<br><br>• A range of children's services , policy responsibility for Children and Young People but excluding child protection which remains with the Department of Health Social Services and Public Safety<br><br>• Policy responsibility for Childcare Strategy from the Office of the First Minister and Deputy First Minister | Peter Weir MLA<br>DUP<br>(North Down) | Rathgael House<br>Balloo Road<br>Rathgill<br>Bangor BT19 7PR<br><br>Phone:028 9127 9279<br><br>Fax: 028 9127 9100<br><br>mail@education-ni.gov.uk<br><br>www.education-ni.gov.uk |

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| **Department of Finance (DoF)** | The Department of Finance encompasses:<br><br>• the functions of the former Department of Finance and Personnel (DFP)<br>• the nidirect Central Editorial Team from OFMDFM<br>• the Government Advertising Unit from OFMDFM | Máirtín Ó Muilleoir MLA<br>SF<br>(South Belfast) | Clare House<br>303 Airport Road West<br>Belfast<br>BT3 9ED<br><br>Phone: 028 9185 8111<br><br>DFP.enquiries@finance-ni.gov.uk<br><br>www.finance-ni.gov.uk |
| **Dept of Health** | Department of Health Social Services and Public Safety functions have been transferred to the new Department | Michelle O'Neill MLA<br>SF<br>(Mid Ulster) | Castle Buildings<br>Stormont<br>Belfast<br>BT4 3SJ<br><br>Phone:028 9052 0500<br><br>webmaster@health-ni.gov.uk<br><br>http://www.health-ni.gov.uk/index.htm |
| **Department for Infrastructure (DfI)** | Department for Regional Development functions plus<br><br>• Vehicle regulation, road safety and Driver and Vehicle Agency functions from Department of the Environment<br>• Strategic planning from the Department of the Environment<br>• Rivers Agency from the Department of Agriculture and Rural Development<br>• Inland waterways from the Department of Culture, Arts and Leisure<br>• Crumlin Road Goal Programme-Project management from the Office of the First Minister and | Chris Hazzard MLA<br>SF<br>(South Down) | Clarence Court<br>10 - 18 Adelaide Street<br>Belfast<br>BT2 8GB<br><br>Phone: 028 9054 0540<br><br>Text number: 028 9054 0642 (for deaf and hard of hearing users only)<br><br>Fax: 028 9054 0064<br><br>cmb@infrastructure-ni.gov.uk |

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| | Deputy First Minister<br>• St Lucia ex-Ministry of Defence site from the Office of the First Minister and Deputy First Minister | | https://www.infrastructure-ni.gov.uk/ |
| **Department of Justice (DoJ)** | Department of Justice functions plus<br><br>• Planning Appeals Commission and Water Appeals Commission administration support from the Office of the First Minister and Deputy First Minister | Claire Sugden MLA<br>IND<br>(East Londonderry) | Block B<br>Castle Buildings<br>Stormont Estate<br>Belfast<br>BT4 3SG<br><br>Phone:028 9076 3000<br><br>Text number:028 9052 7668 (for deaf and hard of hearing users only)<br><br>dojweb@justice-ni.x.gsi.gov.uk<br><br>www.justice-ni.gov.uk/ |

Appendix B

# Northern Ireland Assembly Committees 2016-2021
# Membership & Contact Details

## Statutory Committees

| Chairperson | Deputy Chairperson | Committee Contact |
|---|---|---|
| **Executive Office** | | |
| Mike Nesbitt MLA<br>UUP | Danny Kennedy MLA<br>UUP | **Committee Clerk:** Kathy O'Hanlon<br>Room 346, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>(028) 90 520302<br>Committee.Executive@niassembly.gov.uk |
| Committee Members: | Stewart Dickson (All)<br>Pam Cameron (DUP)<br>William Irwin (DUP)<br>Philip Logan (DUP)<br>Christopher Stalford (DUP)<br>Cathal Boylan (SF)<br>Seán Lynch (SF)<br>Ian Milne (SF)<br>Richie McPhillips (SDLP) | |
| **Agriculture, Environment and Rural Affairs** | | |
| Linda Dillon MLA<br>SF | Caoimhe Archibald MLA<br>SF | **Committee Clerk:** Stella McArdle<br>Room 243, Parliament Buildings<br>Ballymiscaw, Stormont<br>Belfast, BT4 3XX<br><br>(028) 90<br>521475 Committee.AgriEnvRural@niassembly.gov.uk |
| Committee Members: | David Ford (All)<br>Sydney Anderson (DUP)<br>Maurice Bradley (DUP)<br>Edwin Poots (DUP)<br>George Robinson (DUP)<br>Oliver McMullan (SF)<br>Patsy McGlone (SDLP)<br>Harold McKee (UUP)<br>Robin Swann (UUP) | |
| **Communities** | | |
| Colum Eastwood MLA<br>SDLP | Michelle Gildernew MLA<br>SF | **Committee Clerk:** Kevin Pelan<br>Room 430, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>(028) 90<br>521864 Committee.Communities@niassembly.gov.uk |
| Committee Members: | Naomi Long (All)<br>Jonathan Bell (UUP)<br>Adrian McQuillan (DUP)<br>Christopher Stalford (DUP) | |

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| | Steven Agnew, (GP)<br>Fra McCann (SF)<br>Carál Ní Chullín (SF)<br>Nichola Mallon (SDLP)<br>Andy Allen (UUP | |
| **Economy** | | |
| Conor Murphy MLA<br>SF | Steve Aiken MLA<br>UUP | **Committee Clerk:** Peter Hall<br>Room 347, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>(028) 90 521799<br>Committee.Economy@niassembly.gov.uk |
| Committee Members: | Stephen Farry (All)<br>Tom Buchanan (DUP)<br>Gordon Dunne (DUP)<br>Gordon Lyons (DUP)<br>Mervyn Storey (DUP)<br>Caoimhe Archibald (SF)<br>Alex Maskey (SF)<br>Sinead Bradley (SDLP)<br>Alan Chambers (UUP) | |
| **Education** | | |
| Barry McElduff MLA<br>SF | Chris Lyttle MLA<br>All | **Committee** Clerk: Peter McCallion<br>Room 428, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast,BT4 3XX<br><br>(028) 9052 1821<br>committee.education@niassembly.gov.uk |
| Committee Members: | David Hilditch (DUP)<br>Carla Lockhart (DUP)<br>Philip Logan (DUP)<br>Maurice Morrow (DUP)<br>Catríona Ruane (SF)<br>Catherine Seeley (SF)<br>Colin McGrath (SDLP)<br>Rosemary Barton (UUP)<br>Sandra Overend (UUP) | |
| **Finance** | | |
| Emma Little Pengelly MLA<br>DUP | Claire Hanna MLA<br>SDLP | **Committee Clerk:** Jim McManus<br>Room 435, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>(028) 9052<br>1230 Committee.Finance@niassembly.gov.uk |
| Committee Members: | Jonathan Bell (DUP)<br>Paul Girvan (DUP)<br>Jim Wells (DUP)<br>John O'Dowd (SF)<br>Catríona Ruane (SF)<br>Gerry Mullan (SDLP) | |

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| | Jim Allister (TUV)<br>Ross Hussey (UUP)<br>Philip Smith (UUP) | |
| **Health** | | |
| Paula Bradley MLA<br>DUP | Gary Middleton MLA<br>DUP | **Committee Clerk:** Éilis Haughey<br>Room 416, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>028 90520348<br><br>Committee.Health@niassembly.gov.uk |
| Committee Members: | Paula Bradshaw (All)<br>Trevor Clarke (DUP)<br>Gerry Carroll (PBPA)<br>Barry McElduff (SF)<br>Daithi McKay (SF)<br>Catherine Seeley (SF)<br>Mark H Durkan (SDLP)<br>Jo-Anne Dobson (UUP)<br>Robbie Butler (UUP) | |
| **Infrastructure** | | |
| William Humphrey MLA<br>DUP | William Irwin MLA<br>DUP | **Committee Clerk:** Cathie White<br>Room 416, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>(028) 90 521448<br><br>Committee.Infrastructure@niassembly.gov.uk |
| Committee Members: | Kellie Armstrong (All)<br>Alex Easton (DUP)<br>Paul Girvan (DUP)<br>Declan McAleer (SF)<br>Fra McCann (SF)<br>Daniel McCrossan (SDLP)<br>Justin McNulty (SDLP)<br>Eamonn McCann (PBPA)<br>Jenny Palmer (UUP) | |
| **Justice** | | |
| Paul Frew MLA<br>DUP | Pam Cameron MLA<br>DUP | **Committee Clerk:** Christine Darrah<br>Room 242,Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast,BT4 3XX<br><br>(028) 9052 1629<br>committee.justice@niassembly.gov.uk |
| Committee Members: | Trevor Lunn (All)<br>Sammy Douglas (DUP)<br>Clare Bailey (GP)<br>Michaela Boyle (SF)<br>Declan Kearney (SF)<br>Pat Sheehan (SF) | |

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| | Alex Eastwood (SDLP)<br>Doug Beattie (UUP)<br>Roy Beggs (UUP) |

### *Standing Committees*

| Chairperson | Deputy Chairperson | Committee Contact |
|---|---|---|
| **Assembly & Executive Review Committee** | | |
| Christopher Stalford MLA<br>DUP | Michaela Boyle MLA<br>SF | **Clerk:** Shane McAteer<br>Room 243, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>(028) 9052<br>1735 committee.assembly&executivereview@niassembly.gov.uk |
| Committee Members: | Brenda Hale (DUP)<br>Nelson McCausland (DUP)<br>Jim Wells (DUP)<br>Ian Milne (SF)<br>Daithí McKay (SF)<br>Alex Eastwood (SDLP)<br>Jim Allister (TUV)<br>Philip Smith (UUP)<br>Danny Kennedy (UUP) | |
| **Audit Committee** | | |
| Declan McAleer MLA<br>SF | Kellie Armstrong MLA<br>ALL | **Committee Clerk:** Shane McAteer<br>Room 243, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>(028) 9052 1843<br>committee.audit@niassembly.gov.uk |
| Committee Members: | David Hilditch (DUP)<br>Claire Hanna (SDLP)<br>Jo-Anne Dobson (UUP) | |
| **Committee on Procedures** | | |
| Gordon Lyons MLA<br>DUP | Edwin Poots MLA<br>DUP | **Committee Clerk:** Alison Ross<br>Room 33,Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>(028) 9052 1436<br>committee.procedures@niassembly.gov.uk |
| Committee Members: | Chris Lyttle (All)<br>Tom Buchanan (DUP)<br>Mervyn Storey (DUP)<br>Steven Agnew (GP)<br>Conor Murphy (SF)<br>Fra McCann (SF) | |

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|---|---|---|
| | Pat Sheehan (SF)<br>Colin McGrath (SDLP)<br>Rosemary Barton (UUP) | |
| **Public Accounts Committee** | | |
| Robin Swann MLA<br>UUP | Daniel Crossan MLA<br>SDLP | **Committee Clerk:** Lucia Wilson<br>Room 371, Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast,BT4 3XX<br><br>(028) 9052 1208<br>Committee.publicaccounts@niassembly.gov.uk |
| Committee Members: | Trevor Lunn (All)<br>Trevor Clarke (DUP)<br>Gordon Dunne (DUP)<br>Alex Easton (DUP)<br>Carla Lockhart (DUP)<br>Michelle Gildernew (SF)<br>Declan Kearney (SF)<br>Oliver McMullan (SF)<br>Robbie Butler (UUP) | |
| **Standards and Privileges** | | |
| Cathal Boylan MLA<br>SF | Adrian McQuillan MLA<br>DUP | **Committee Clerk:** Shane McAteer<br>Room 243,Parliament Buildings,<br>Ballymiscaw, Stormont,<br>Belfast, BT4 3XX<br><br>(028) 9052<br>1843 committee.standards&privileges@niassembly.gov.uk |
| Committee Members: | Paula Bradshaw (All)<br>Joanne Bunting (DUP)<br>Sammy Douglas (DUP)<br>Emma Pengelly (DUP)<br>Gerry Carroll (PBPA)<br>Linda Dillon (SF)<br>Seán Lynch (SF)<br>Richie McPhillips (SDLP)<br>Doug Beattie (DUP) | |

# H

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

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|---|---|
| **Subject** | **Members' Allowances Update** |
| **Contact Officer** | **JJ Tohill** |

| **1** | **Purpose of Report** |
|---|---|
| 1.1 | To provide Members with an update in relation to in committee discussions in relation to Members' Allowances at the Council meeting held on Thursday.26 May 2016. |

| **2** | **Background** |
|---|---|
| 2.1 | Following consideration by the Policy and Resources Committee of recent Departmental guidance in relation to Members' Allowances at its meeting held on Wednesday, 11 May 2016, Council engaged in further discussion about further Departmental guidance received on the date of the Council meeting. |
| 2.2 | Following discussion, Council resolved that the correspondence be further discussed with the Department. |

| **3** | **Key Issues** |
|---|---|
| 3.1 | Council is currently represented on the Local Government Finance Working Group (FWG) by the Director of Finance. |
| 3.2 | At a meeting of the FWG held on Thursday, 2 June 2016, the Department representatives confirmed that:<br>• The guidance was issued by way of clarification and, as such, was not of sufficient significance to warrant consultation with district councils or the National Association of Councillors (NAC);<br>• The change in terminology from "full time commitment" to "all the time commitment" arose of foot of a request by a councillor who had sought clarification as to whether being a councillor was a full or part time occupation;<br>• Although the mileage rate notified for electric cars was effective from 1 April 2015, if councils had paid Members a higher rate prior to the issue of the guidance there should be no retrospective reclaim from the Members. However, if a Member received less than the notified rate, it was acceptable for councils to make an appropriate additional payment now in respect of travel incurred since 1 April 2015<br>• The clarification of office consumables was non-negotiable (although a number of other councils' representatives in attendance at the meeting indicated that their Members were unhappy with this clarification. The NI Audit Office representative indicated that NIAO intended to review this area of expenditure in all the district councils in the near future) |

| 4 | **Resources** |
|---|---|
| 4.1 | **<u>Financial</u>**<br><br>N/A |
| 4.2 | **<u>Human</u>** |
| 4.3 | **<u>Basis for Professional/ Consultancy Support</u>**<br><br>N/A |
| 4.4 | **<u>Other</u>**<br><br>N/A |

| 5 | **Other Considerations** |
|---|---|
| 5.1 | N/A |

| 6 | **Recommendations** |
|---|---|
| 6.1 | That Members note the contents of the report. |

| 7 | **List of Documents Attached** |
|---|---|
| 7.1 | N/A |