



16 June 2023

Dear Councillor

You are invited to attend a meeting of the reconvened Development Committee to be held The Chamber, Dungannon and by virtual means Council Offices, Circular Road, Dungannon, BT71 6DT on Monday, 19 June 2023 at 19:00 to transact the business noted below.

A link to join the meeting through the Council's remote meeting platform will follow.

Yours faithfully

Adrian McCreesh
Chief Executive

AGENDA

OPEN BUSINESS

1. Notice of Recording
This meeting will be webcast for live and subsequent broadcast on the Council's You Tube site [Live Broadcast Link](#)
2. Apologies
3. Declarations of Interest
Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.
4. Chair's Business
5. Deputation: TBUC Funding Streams (to be reconvened)

Matters for Decision

- | | | |
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| 6. | Development Report | 3 - 22 |
| 7. | Choose To Live Better Funding | 23 - 24 |
| 8. | Economic Development Report – June 2023 – OBFD | 25 - 54 |

Matters for Information

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Items restricted in accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014. The public will be asked to withdraw from the meeting at this point.

Matters for Decision

16. Clean Neighbourhood Action Plan
17. Economic Development Report - June 2023 - CBFD

Matters for Information

18. Confidential Minutes of Development Committee held on 5 April 2023
19. Economic Development Report - June 2023 - CBFi

Report on	Development Report
Date of Meeting	15 th June 2023
Reporting Officer	Claire Linney, Assistant Director of Development
Contact Officers	Philip Clarke – Neighbourhood Development Manager, Oliver Morgan-Diversity & Integration Manager, Michael McCrory - PCSP Manager, Catherine Fox Arts Development Manager, Brian McCormick Seamus Heaney Homeplace Manager

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1	Purpose of Report									
1.1	<p>The purpose of this report is to update members and seek approval for the following;</p> <ul style="list-style-type: none">• Community Grants – Rolling Programme• DFC Hardship Funding – Allocation• Government Funding TEO – Phased Good Relations Plan• One World – Youth Conference• Development Update									
2	Key Issues									
2.1	<p>Community Grants - Rolling Grants Programme 2023 – 2024</p> <p>Members are advised that the grants assessment panel are making the following recommendations to award grants.</p> <table><tr><th>Grant</th><th>No. of groups awarded</th><th>Value of Grant Awards</th></tr><tr><td>Community Festival Fund</td><td>4</td><td>£1,872</td></tr><tr><td>Good Relations Grant</td><td>0</td><td>£0</td></tr></table> <p>Please see attached in Appendix 1 grant award recommendations</p>	Grant	No. of groups awarded	Value of Grant Awards	Community Festival Fund	4	£1,872	Good Relations Grant	0	£0
Grant	No. of groups awarded	Value of Grant Awards								
Community Festival Fund	4	£1,872								
Good Relations Grant	0	£0								
2.2	<p>DFC Hardship Funding – Allocation</p> <p>At the end of the last financial year the Department of Communities allocated Mid Ulster District Council an award of £316,303 Hardship Funding to be utilised within the current financial year to support the vulnerable across the district. To date £113,419 of this fund has been allocated to grants to support the local community & voluntary sector in assisting vulnerable people at the local level leaving a balance of £202,884 which it is proposed to allocate as below:</p>									

	<ol style="list-style-type: none"> 1. £14,390 to Save the Children, with match funding from both Health Trusts and Save the Children with an investment of £43,000, alongside Save the Children staff resource, to allow the programme to run to end of March 2024. This will support approximately 150 families (mostly single parents) in the provision of essential household items and early learning support pack for young children. 2. £90,000 to Councils current model of crisis intervention, via the 11 strategic crisis support groups of Foodbanks and SVP partners operating across 5 main towns and Clogher Valley to provide support with provision of food (or food vouchers), fuel costs, white goods and other necessary household requirements, dependent on need. Funding will be allocated as per the 3 main towns (Magherafelt, Cookstown & Dungannon) £20,000 each and 2 small towns (Maghera & Coalisland) and Clogher Valley area of £10,000 each. <p>This will leave a balance of £98,494 to be held for further support throughout the rest of the financial year up to end of March 2024. DfC has also given an indication that monies should be released soon under their Social Supermarket initiative which also be allocated out via the above Hardship Network. It is hoped this approach will allow a phased release of resourcing for the Summer, Autumn and Winter periods.</p> <p>2.3 Government Funding TEO – Phased Good Relations Plan</p> <p>Council has received notification of a number of proposed funding cuts in line with the recent reduction of the central government budget.</p> <p>Council Corporate Equality is responding to the EQIA's that have been issued from the departments: The Department for Community and the Northern Ireland Office stating its concerns to the funding cuts and the service delivery impact.</p> <p>Good Relations - The Northern Ireland Office has updated Council that due to the central budget cuts, the current reduction to Council Good Relations Local Action Plan is 47%. This may amend in the future if further funding becomes available, or as per above in response to the EQIA. Council currently has to commence the delivery of a reduced plan. See attached the updated plan in Appendix 2 for consideration and agreement.</p> <p>2.4 One World – Youth Summit Venue: Belfast Dates: 2-5 October 2023</p> <p>The annual One Young World Summit presents regions with the unique opportunity to host an internationally diverse, youth-driven event that is second only to the Olympic Games in terms of the number of countries represented, and has gained an impressive reputation for the calibre of world-famous participants. At past Summits, Delegates have been joined by Counsellors including Justin Trudeau, Emma Watson, Archbishop Emeritus Desmond Tutu, Sir Bob Geldof, Kofi Annan, Sir Richard Branson, Meghan Markle, Professor Muhammad Yunus, Jamie Oliver, Jack Dorsey and Mary Robinson, amongst others.</p>
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2.5	<p>The topics for discussion at the 2023 conference include:</p> <p>Peace and Reconciliation - How can communities build and sustain lasting peace?</p> <p>- Climate Emergency - How can we ensure responsible stewardship of our planet's resources?</p> <p>- Food Crisis - How can we end this global food crisis before it becomes a hunger catastrophe?</p> <p>- Education - How can we fight inequality through education?</p> <p>- Mental Health - How can we make mental health a priority</p> <p>Solace has requested each Council consider sponsoring One Young World Delegate at a cost of approx. £3100.</p> <p>To achieve this in the current financial year (2023) - It is proposed to fund the delegate via the following process– via the existing Mid Ulster Youth Forum which is set up as a representative body across Mid Ulster.</p> <p>Development Update</p> <p><u>Community Support</u> Council officers are currently issuing grant letters of offer, and working with groups on capacity building and maximising funding. To date as of June 433 grants have been supported to a value of £639,933.</p> <p><u>Social Inclusion</u> The Housing Conference is planned for 7th June, to bring people together to seek solutions for the provision of social and affordable housing in Mid Ulster.</p> <p>A plan for delivery is currently being developed for Community Wealth Building along with DTNI and DFC. This will be presented to the Community Wealth Building Working group for discussion.</p> <p><u>Good Relations</u> The Good Relations Plan 2023 – 2024 has been updated to be delivered in a phased approach.</p> <p><u>Peace</u> The new Peace Plus Local Action Plan is currently in development. The final template for the submission of the Plan is pending from SEUPB. The final Plan will be presented to Committee for discussion and approval.</p> <p><u>PCSP</u> No PCSP minutes this period.</p> <p><u>Burnavon Arts Centre</u> The new Spring programme for Burnavon is being delivered at present, with positive numbers across performances and activities. Maintenance work to the facility (upgrade seating etc.) is scheduled to be installed over the mid- summer months.</p>
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	<p><u>Seamus Heaney Homeplace</u> The new Spring programme for Seamus Heaney Homeplace is being delivered at present, with positive numbers across performances, programmes, exhibition and education programme. Seamus Heaney Homeplace is continuing to develop cross border and international links to promote the centre to a wide audience.</p> <p>The Bawn Literary Residential facility is continuing to develop. A business case is being progressed, led by DFC and partnered by Council, Arts Council NI, Arts Council Ireland, Tyrone Guthrie Centre, and supported by the Office of the Taoiseach for potential investment. A draft business case will be presented to members in due course.</p> <p><u>Hill of The O'Neill and Ranfurly House</u> Events and activities are being planned and delivered at Hill of The O'Neill and Ranfurly House.</p> <p>The Mid South West development for the facility is at SOC (Strategic Case) stage which is due to complete in June 2023.</p>
4.1	Financial, Human Resources & Risk Implications
	<p>Financial:</p> <p>Rolling Community Grants £1872 Hardship Fund £104,390 One World Youth Conference £3100 (Good Relations Budget)</p>
	<p>Human: NA</p>
	<p>Risk Management: NA</p>
4.2	Screening & Impact Assessments
	<p>Equality & Good Relations Implications: NA</p>
	<p>Rural Needs Implications: NA</p>
5	Recommendations
5.1	<p>Members are recommended to;</p> <ul style="list-style-type: none"> (i) Agree the rolling community grant allocations (ii) Agree the Hardship Funding allocations (iii) Agree the Phased Good Relations Plan (iv) Agree the One World Youth Conference attendance (v) Note the Development Update

6	List of Documents Attached
	Appendix 1 Community Grants Appendix 2 Good Relations Phased Plan

Appendix 1

Local Community Festival Grants June 2023 - (Maximum £1,500)

No	Organisation Name	Aim	Title Of Event/project	Band	Request	Award
1.	Roughan Orange Lodge	Community	11th July Celebrations Evening	7	£4,240.00	£600.00
2.	Walkers Volunteers LOL 1011	Community	BBQ & Fun Evening	7	£500.00	£200.00
3.	Queen Elizabeth Pipe Band	Community	Cross Community Variety Concert	7	£1,500.00	£600.00
4.	Ochill Cultural Group	Community	Ochill Summer Festival	7	£1,180.00	£472.00
				Total		£1,872.00

Bands	Score	%
7	30-39	40%
6	40-49	50%
5	50-59	60%
4	60-69	70%
3	70-79	80%
2	80-89	90%
1	90+	100%



GOOD RELATIONS

2023/24 ACTION PLAN

Phased Delivery



Financial information

Potential Letter of Offer Budget

	100%	75%	New 53% (LOO) Total	TEO	Council Match	Council core
Total cost	£413,864	£310,398	£219,348	£164,511	£54,837	
Total programme costs	£227,864	£170,898	£120,768	£90,576	£30,192	
Total staff costs	£186,000	£139,500	£98,580	£73,935	£24,645	
Staff cost breakdown						
Good Relations Officer 1 (4 days)	£38,561	£28,920.75	£38,561	£28,920	£9640.25	
Good Relations Officer 2 (5 days)	£48,514	£36,385.50				£48,514 – Council activity
Manager (5 days)	£57,967	£43,475.25	£43,475.25	£32,606.44	£10,868.81	£14,492 25% time to Council activity
Assistant (minimum 2.5 days - 5 days) – note this is part funded Council – still to be agreed	£16,288 (£38,934)	£12,216.00	Vacant do not appoint	Vacant do not appoint	Vacant do not appoint	
Project Administration (3 days scale 5)	£21,670	£16,252.50	£15,043.75	£11,282.81	£3760.94	£6626.25 – 30% time to Council activity
Administration – Mileage £3000	£3,000	£2,250	£1500	£1125	£375	
Net Council Contribution	£103,466		£103,466			
Equates to 25% Council Contribution						

Action Plan – Delivery Projects 2022/23 MUC1 – MUC12

Code	Key Priority	Project		No. people	Cost	Comment
			Detail			
MUC1	CYP	Diversity & Cultural Awareness – Children’s Programme (primary school)	<p>The aim will be to engage primary schools to provide an insight into cultural diversity of the region.</p> <p>The target age group is 10-11 looking at the transfer from primary schools to large post primary and managing change and diversity. Facilitators will deliver workshops based on different cultures. Up to 20 primary schools will be engaged across Mid Ulster, (primary schools will be linked together where possible).</p> <p>A number of sessions will be delivered across the schools with a different number of workshops per programme depending upon need/numbers engaging.</p> <p>Activities delivered will include diversity around us, diversity of culture and expression, our changing environment. – Creative Facilitator to be procured e.g. - ArtsEkta, IGAGU, Gathering Drum, Ten Minutes More</p>	500	<p>£15K</p> <p>£10k</p>	<p>Commission sessions with primary schools for June.</p> <p>Hold remainder of the programme and pending funding engage further sessions in September</p> <p>Impact on Section 75 for young people aged 10 – 11 years and race, as the aim of the cultural sessions was to seek to develop a greater understanding and respect for diversity.</p>
MUC2	CYP	Diverse Youth Programme	Engage bespoke sports cross community engagement programme	200	£15K	

			<p>(Peace Players Executive Office tailored cross community programme).</p> <p>A project that will deliver across the region target 24 young people aged 16 – 24 yrs to participate in a training leadership course based on utilising sport to target segregation and sectarianism in detached and unattached youth across Mid Ulster.</p> <p>The programme will involve upskilling 24 young people to return to their local areas and through voluntary sport sessions seek to reduce feelings of isolation and segregation. The programme will include a teacher training and capacity building component. The sessions will be designed to closely align with the academic curriculum for Personal Development and Mutual Understanding.</p> <p>The young people will then deliver to 8 primary schools through a partnership approach (4 partnerships). This will include a 5 week programme on integrated good relations through sports, conversations and team building activities - classes (primary 6 & 7) (3-4 controlled and 3-4 maintained). The schools will come from across the 5 towns in the Mid-Ulster Council area: concentrating on Cookstown, Dungannon and Magherafelt.</p> <p>Over 200 young people supported.</p>		<p>Deliver a slightly reduced programme and numbers participating</p> <p>Impact on Section 75 for young people aged 16 – 24 and political and religious opinion, as the aim of the sessions was to seek to develop friendships between young people of different backgrounds and a greater understanding and respect for one another.</p>
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MUC3	CYP	Shared Youth Resilience and Development Programme	<p>A project that will bring young people together from across diverse schools to develop coaching skills that will support the mentoring of younger children in literacy and numeracy within post primary schools</p> <p>A specialised facilitator will work across the 20 post primary schools. Schools will be clustered to ensure a diverse range of young people work together to receive coaching and mentoring support. This will include resilience and development training.</p> <p>The sessions will allow for direct engagement of the young people together from different schools (in literacy and numeracy) and then direct engagement with younger children to support their development</p> <p>All post primary across the District - 250 young people participating through school partnerships</p> <p>Over 500 young people will be supported indirectly from the programme</p>	250	£22K £20k	<p>Commence the programme as it requires intensive engagement to a number of workshops over a number of school terms – more sessions online</p> <p>Programme to be delivered positive Section 75 outcome</p>
MUC4	CYP	Youth Voice Project	<p>The Youth Voice Forum works to empower young people to participate actively in society - to improve their own lives by representing and advocating their needs and interests and those of their organisations. In the current uncertain political and social context that affects young people, they can be powerful catalysts for</p>	100	£12K £3.1K	<p>Continue to engage with the Youth Voice with EA partner funding</p> <p>EA will continue to support the group, however at a reduced level of activity.</p>

			<p>positive change and contributors of innovative solutions.</p> <p>To overcome the challenges faced by young people, the project will create-</p> <ol style="list-style-type: none"> 1. Greater youth participation 2. Stronger youth organisations 3. Increased youth autonomy and inclusion. <p>This specific project will support a Mid Ulster based Youth Voice Forum. The forum will consist of a minimum 24 young persons aged 16 years to 21 years, who interact regularly. The project will reflect representatives from across the Mid Ulster region</p> <p>The project level outcome being an 'improvement in attitudes between children & young people from different backgrounds.</p> <p>The group is actively involved in advocating on behalf of young people across Mid Ulster; this includes; policy engagement on LGBTQ+, rural transport, youth engagement, employment, social media protection etc.</p>			<p>Pending further funding, Council will support for the 2nd part of the year.</p> <p>Impact on Section 75 for young people, 16-24 years, religion, political background, race, as the aim of the group is to bring a diverse number of young people together to work towards a changed future where there is a respect for diversity and better services and engaged democracy.</p> <p>Council to support the One World Youth Conference participation of one person</p>
MUC5	Shared Comm	Shared Communities	<p>The grant programme will be delivered in 2 parts -</p> <p>A small grants programme will be managed by Mid Ulster District Council Programme will</p>	1500	£45k £30K	<p>Commit to £20K and £10K support to Strategic Events. Grant Aid to this level will allow a consistency of Community</p>

			<p>encourage community groups to come together to deliver good relations activities and shared space development.</p> <p>Approx. 20 – 30 small grants will be awarded to community organisations for shared space activity delivered over the year.</p> <p>A maximum grant up to £1,500 will be available</p> <p>Contribution towards strategic events grants programme to support range of good relations criteria re. Outreach for diversity and engagement of communities across the District see cultural expression.</p> <p>GR officers to continually engage with strategic partner projects and in partnership with the strategic community events grant with average 15 – 20 groups seeking to have a % increase in community attitudes and perception of using and accessing shared activities in spaces.</p>			<p>Actions in relations to Good Relations</p> <p>Continuous review of grants and support via other grant areas including community festivals.</p>
MUC6	Shared Comm	Shared Cultural Diversity	<p>GR Officers will work with local communities interested in acknowledging Historic Perspectives and promote a series of lectures in shared Council venues that can continue to inform wider public across all communities in shared historic perspectives.</p> <p>4-5 lectures delivered across the District</p>	100	£3,864 Hold Spend	<p>Hold until a further position on finance has been provided – pre planning to commence</p> <p>Normally take place Autumn</p> <p>Impact on Section 75 on religion and political background as the aim of the</p>

						lectures was to develop a shared understanding of our past which can inform the future and the principles of EDI
MUC7	Shared Comm	Shared Spaces	<p>This will be a pilot biodiversity programme that will be further developed under Peace Plus. Good Relations officers will work with a facilitator to engage 100 young people from 2 targeted schools (schools not involved in earlier programmes). The programme will be cross community schools focusing on in-depth support for biodiversity (to include greater awareness of our surrounding areas and environment via environmental awareness and sustainability and biodiversity).</p> <p>Other key elements will include for cross community engagement and developing friendships and team building re Environmental awareness and biodiversity sessions Local Habitats Wider Community Spaces shared by all communities Team building and development</p> <p>Specialist support will be procured to support facilitate and deliver the project.</p>	100	£8K No spend	<p>Pre development to take place – programme could be achieved in last 6 months if further funding is provided</p> <p>Impact on Section 75 on religion and political background, and young people as the aim of the programme was to use our biodiversity as a shared theme to bring different young people together.</p>
MUC8	Shared Comm	Shared Communities	Good Relations officers will work with independent expertise from the private and public sector to deliver a mentoring program to	120	£8K	Pre development to take place – programme could be

			<p>upskill those leaving school with limited education, and this will seek to improve employability skills</p> <p>Key elements of delivery will include: Personal Development Confidence building Employability skills and links to relevant training and support Engagement in seeking employment skills from applications, interviews etc Customer care, engagement, team building</p> <p>The young people will be targeted through partnership with EA Youth, Enterprise Centres, EA Welfare etc.</p>		No spend	<p>achieved in last 6 months if further funding is available.</p> <p>Impact on Section 75 on religion and political background as the aim of the programme was to develop skills to support employability and a more positive future</p>
MUC9	Safe Comm	Community Safety	<p>GR officers will support PCSP regarding issues identified in local communities along with our partners (recorded instances, members, PCSP, PSNI, NIHE, Probation Board, and Youth justice Agency etc.) to provide a multi-agency approach to keep spaces and communities safe and accessible and open to all.</p> <p>The activities will be both proactive and reactive in nature. Where there are known yearly issues arising then a proactive approach will be taken with local people to seek to avoid issues reoccurring.</p>	50	£10K	<p>Proceed with ACT due to the level of priority need for this to take place now prior to July period</p> <p>Project to proceed, positive Section 75 outcome</p>

			<p>6 reactionary support activities working in a multi-agency approach.</p> <p>Support the ACT initiative £10,000 re support to communities re cultural expression and keeping areas safe at July bonfire season.</p>			
MUC10	Safe Comm	Shared Spaces and Services	<p>Increase the number of people who can access anti-poverty charities across Mid Ulster through a partnership approach</p> <p>Targeting those areas most in poverty due to the impact of the troubles and level of opportunity lost.</p> <p>GR Officers will work collectively with local foodbanks and food charities as cross community network cluster in our main towns to work together to support communities suffering from poverty and impact of the Troubles.</p> <p>Reconnecting communities together after impact of Covid and Brexit and support disadvantaged communities.</p>	600	£30K	<p>To hold, additional funding has been secured from DFC for Hardship Fund. To allocate this now and hold Good Relations to 3rd /4th quarter. Continue to engage the providers and support networking together</p> <p>Impact on Section 75 on religion and political background as the aim of the programme was to network the foodbanks together and to ensure people are supported towards a more positive future</p>
MUC11	Cultural Exp	Culture Diverse Music	<p>Reaching out to the wider community through engagement in cultural activities / events including the following (match and partner culture & arts in all activities below)</p>	3000	<p>£22K</p> <p>£20K</p>	<p>Elements to be delivered in phased approach –</p>

			<ol style="list-style-type: none"> 1. £5,000 - Ulster Scots cultural promotion (Andy Mc Gregor piping music programme). 2. £5,000 - Pipe Band Championships (Cookstown) – engaging young people from diverse communities and promoting piping tradition 3. £6000 – Cultural Music in Schools programme -working with primary schools in the Cookstown area since 2007 and more recently has extended into the Magherafelt and Dungannon area, teaching children traditional music skills (guitar, tin whistle, banjo, mandolin and flute). 4. £4000 – Charlie Donnelly Winter School – annual event in March held in Mid Ulster 5. £2000 – partner engagement on cultural arts with Arts Section <p>Good Relations officers to engage with the Arts regarding delivery of the arts and culture strategy to seek to support cultural expression and diversity across the District. Work alongside arts, literary and heritage on above and also on key activities in the 3 facilities on cultural expression via the arts & performances.</p>			<p>All planned programmes and activities</p> <p>All require an extensive programme of engagement across a period of time to achieve outcomes.</p> <p>Impact on Section 75 on religion and political background as the aim of the programme was to support greater engagement in cultural activity and a greater understanding of diverse cultures.</p>
MUC12	Cultural Exp	Diversity, Social Inclusion, & Culture	<p>Project 1 £10,000 BME support</p> <p>The Good Relations Officer will work with partners (STEP and An Tearmann) in the development of programmes and activities to</p>	500	<p>£32K</p> <p>£12.6K</p>	<p>Phased approach to support required</p> <p>Commence project 1 as this is a year long programme</p>

			<p>assist in the support for migrants, BME communities and travellers across Mid Ulster to promote and encourage respect for diversity, culture and integration.</p> <p>Project 2 £10,000 Engaging diverse and new communities Develop a series of support programmes that will provide direct support to a number of migrant groups and refugees and asylum seekers now situated within Mid Ulster. Engagement with Honorary Consuls and agencies to engage diverse communities. This will include engagement with the Intercultural Education Service (EA) with pupils from our target communities: Traveller; Newcomer; Asylum-Seekers; Refugees and Roma.</p> <p>Support Section 75 groups to participate in an active life within Mid Ulster GR officers will work with a series of marginalised groups including LGBT+, disability groups and Women's groups to encourage more inclusion and equality. Engage partner organisations within these sectors to deliver meaningful programmes that can change attitudes toward the more marginalised within our society.</p> <p>Project 3 Deliver a promotional campaign to address diversity and respect for diversity. £12,000</p>		<p>Hold part of project 2 – commence elements as required</p> <p>Hold project 3 to a later stage as the outcome can still be achieved in qtr 3 and 4 – undertake pre development</p> <p>Impact on Section 75 on range of groups, race, LGBTQ, travellers, refugees, migrants, women, disability, the aim of the projects was to support Section 75 groups develop across Mid Ulster.</p>
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Report on	Choose To Live Better Funding
Date of Meeting	15th June 2023
Reporting Officer	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
Contact Officers	Steven Mc Elhatton, Lead Health & Wellbeing Officer

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	x

1.0	Purpose of Report
1.1	To update Council on successful applications to the Choose To Live Better Fund and to seek Members approval of the acceptance of the letters of offer from The Northern Healthy Lifestyle Partnership (NHLP).
2.0	Background
2.1	The Northern Healthy Lifestyles Partnership supports outcomes of the regional "A Fitter Future for All Framework 2012-2022." Obesity prevention - framework and reports Department of Health (health-ni.gov.uk) . Two overarching objectives of this framework are to: increase the percentage of people eating a healthy, nutritionally balanced diet; and to increase the percentage of the population meeting the CMO guidelines on physical activity Physical activity guidelines - GOV.UK (www.gov.uk) .
3.0	Main Report
3.1	<p>The Northern Healthy Lifestyle Partnership (NHLP) sought proposals for projects/activities that promote opportunities for; increasing physical activity, improving nutrition, tackling obesity, supports breastfeeding, enhances food sustainability and promotes healthy lifestyles across the Northern Trust Area.</p> <p>The requirement is for projects to be delivered between June 2023 and March 2024 up to a maximum of £4,000 per project. Projects have to contain one or more of the following to support the prevention and reduction of obesity within the Northern Trust area;</p> <ul style="list-style-type: none"> ➤ Breastfeeding ➤ Food/Nutrition promotion/education ➤ Physical activity ➤ Food sustainability promotion/education ➤ Healthy lifestyle promotion/education
3.2	Only Northern Healthy Lifestyle Partnership (NHLP) partners and their organisation could apply for Choose to Live better funding and Partners could apply for more than one project.
3.3	5 Project Proposals were submitted with 4 out of the 5 Project Proposals being successfully evaluated with letters of offer being issued to Council for a total of £12,000.
3.4	A breakdown of the 5 Project Proposals are listed below:

	PROJECT TITLE	AMOUNT REQUESTED	AMOUNT OFFERED	REASON FOR DECLINE	
	Living Well in Mid Ulster	£4,000	£4,000	N/A	
	Mid Ulster Active and Healthy	£4,000	£4,000	N/A	
	Positive Ageing in Mid Ulster	£4,000	£2,500	N/A	
	Summer Neurodiversity Camps	£4,000	£1,500	N/A	
	Active Lifestyle Programme	£4,000	£0	Evaluation panel ruled that this application was a duplication of service	
4.0	Other Considerations				
4.1	Financial, Human Resources & Risk Implications				
	Financial: Offer of £12,000 in grant funding to Council to support delivery of 4 identified projects.				
	Human: There are no additional Council human resources implications associated with this project.				
	Risk Management: Considered in line with relevant policies and procedures				
4.2	Screening & Impact Assessments				
	Equality & Good Relations Implications: Considered in line with Council's policies and procedures.				
	Rural Needs Implications: Considered in line with Council's policies and procedures.				
5.0	Recommendation(s)				
5.1	To note the contents of this report and for the approval of the acceptance of the letters of offer from The Northern Healthy Lifestyle Partnership (NHLP).				
6.0	Documents Attached & References				
	N/A				

Report on	1. Mid Ulster Enterprise Week 2023 2. Service Level Agreement – Lough Neagh Rescue – Update 2023/24 3. Project Gigabit – Public Review 4. Branded Jute Shopping Bags
Date of Meeting	15 June 2023
Reporting Officer	Colin McKenna, Economic Regeneration Service Manager Mary McKeown, Tourism Service Manager

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report
1.1	To provide Members with an update on key activities as detailed below.
2.0	Background
2.1	<p>Mid Ulster Enterprise Week 2023</p> <p>Mid Ulster's fourth Enterprise Week will take place in November 2023. It is anticipated that it will run from Monday 6 November to Thursday 9 November 2023. The format in 2022, incorporated a mix of online and in-person events, which proved a great success, and a similar format will be used this year.</p>
2.2	<p>Lough Neagh Rescue (2023-2024) – Service Level Agreement</p> <p>Over the past number of years, the 3 Councils from around the shoreline of Lough Neagh (as listed below) have provided a financial contribution towards Lough Neagh Rescue to support their work; these are Mid Ulster District Council, Armagh City, Banbridge and Craigavon Borough Council and Antrim and Newtownabbey Borough Council.</p>

2.3	<p>Project Gigabit – Public Review</p> <p>Council recently became aware of the Department for the Economy (DfE) public review on the broadband intervention project known as Project Gigabit, which launched on 5 June and closes on 6 July 2023.</p>
2.4	<p>Branded Jute Shopping Bags</p> <p>In 2016, Mid Ulster District Council commissioned a Positioning Study, of which a key outcome was identified to review the existing brands of Dungannon, Cookstown and Magherafelt. The refreshed/new brands aim was to reinforce and enhance a positive image of the town centres and ensure those who utilise the town centres have a sense of ownership and pride in each respective town.</p> <p>Over the last number of years, jute shopping bags have proven to be a very successful way to promote the towns brands to Mid Ulster citizens and beyond. It is now timely to replenish the stocks of branded jute shopping bags for each of the three large towns, namely Dungannon, Cookstown and Magherafelt. The bags will be distributed at key shopping periods throughout the year and at corporate events etc in each of the respective towns.</p> <p>At present, Council has a sufficient stock of new Coalisland branded jute shopping bags, however, should further supplies be required within the next 12 months, prices will be sought for such when Council is developing a comprehensive tender for branded bags.</p> <p>A brand has not yet been developed for Maghera, but this will be addressed and will tie in with the completion of works on Maghera Levelling Up Scheme.</p>
3.0	Main Report
3.1	<p>Mid Ulster Enterprise Week 2023</p> <p>It is proposed to deliver a mix of up to 10 online and in-person events across Enterprise Week. Council is keen to build on the success of the previous three Enterprise Week's held in Mid Ulster and deliver an equally impactful high-quality programme of business focused events.</p> <p>A wide range of business topics will be offered to ensure all sectors of industry are supported. Feedback from last year's event was very positive, with many attendees supporting the virtual format, as this enabled them to attend with limited time away from their work commitments and without the need to travel to and from a venue along with the opportunity to access the event recording at a later date.</p> <p>To build upon the success of previous years' events, it is proposed to procure the services of a Management / Delivery Partner who will report to Council throughout the organisation, co-ordination and delivery of a comprehensive range of actions to ensure the smooth delivery of Enterprise Week 2023.</p>

3.2	<p>Lough Neagh Rescue (2023-2024) – Service Level Agreement</p> <p>Lough Neagh Rescue submitted a request for funding (Appendix 1a) to Mid Ulster District Council for an annual financial contribution of £12,000 towards Search and Rescue and Flood/Swift water activities at Lough Neagh and its tributaries for the 2023/24 financial year. The progress report for 2022/23 is attached for Members information (Appendix 1b)</p> <p>The base at Ardboe continues to benefit all of the western and south-western shores contiguous with the Mid Ulster District Council area. If Members are minded to approve this annual financial request, it is recommended that the Service Level Agreement (SLA) on Appendix 1c is issued to Lough Neagh Rescue to cover the period from 1 April 2023 to 31 March 2024.</p>
3.3	<p>Project Gigabit – Public Review</p> <p>The Department for the Economy (DfE) has written to all Councils seeking our assistance to support awareness raising of their Public Review on the broadband intervention project known as Project Gigabit. This is in an attempt to improve gigabit capable broadband across Northern Ireland.</p> <p>The window of opportunity for responses is extremely tight lasting only one month, which launches on 5 June and closes on 6 July 2023. This is possibly the last chance to get broadband issues resolved and more time is needed.</p> <p>Over the last year few years, there has been a lot of activity via the Project Stratum programme resulting in increased provision of high-speed fixed broadband services in rural areas on the back of significant private and publicly funded investment.</p> <p>In 2021 Project Stratum broadband programme commenced, targeting premises with less than 30 Mbps broadband and unlikely to benefit from commercially led investment, mainly in rural areas.</p> <p>Mid Ulster District Council had the second worst broadband provision in NI at the beginning of this programme. As a result, Council established a Mid Ulster Broadband Working Group to proactively address this situation. At that time, there were 12,289 premises set to benefit from Project Stratum in Mid Ulster, which is due for completion Autumn 2024 and this is currently on target.</p> <p>The new proposed intervention is one <i>gigabit</i> per second (Gbps), which is a 1,000 megabits per second (Mbps) connection.</p> <p>As with Project Stratum, DfE will be the contracting authority, managing local project delivery requirements. The UK government has committed £5 billion across the UK and this intervention is for the hardest to reach areas. In NI this new programme is coming in behind Project Stratum to pick up any premises that did not avail of it. DfE have met with the Broadband providers regarding future planned coverage and this exercise is to ensure no one is left behind.</p> <p>Council’s Economic Development Team has been endeavouring to raise awareness of this across our district, via all our social media channels, directories,</p>

	<p>business and community networks/databases/newsletters, etc. and asking the relevant teams across Council to share the public review with their networks, including staff.</p> <p>Previous respondents to Councils broadband survey in 2021 regarding broadband problems will be contacted to see if their issues remain unaddressed.</p> <p>When the review is completed, DfE will confirm the premises eligible for subsidy and publish this. The roll out of delivery of this new scheme will follow a procurement exercise due to take place in Spring 2024.</p>
3.4	<p>Branded Jute Shopping Bags</p> <p>The bespoke branded jute shopping bags for each town have proven to be a huge success. They have become synonymous with the local residents and with local retailers who have been a strong advocate for this branding mechanism for each of their respective towns. The branded bags will be made readily available at key periods throughout the retail calendar in our town centres and at corporate events etc.</p> <p>A new order for branded jute shopping bags, for each of the aforementioned three towns is now required to meet the current demand. Therefore, approval is sought to allocate a budget circ. £55,000 from the existing town centre budget to collectively tender for branded jute shopping bags, as this will create better value for money.</p> <p>Subject to Members approving the budget, a tender will be issued for the:-</p> <ul style="list-style-type: none"> - Supply and delivery of branded jute shopping bags for Dungannon, Cookstown and Magherafelt towns with a value circ. £55,000. - Obtain prices for a further order of Coalisland branded jute shopping bags, if required within the next twelve months.
4.0	Other Considerations
4.1	<p>Financial, Human Resources & Risk Implications</p> <p>Financial:</p> <p>Mid Ulster Enterprise Week 2023 A budget circ. £28,000 has been set aside for Enterprise Week 2023 from Council's Economic Development budget. A proportion of these costs will be used to procure the services of a Management / Delivery Agent to co-ordinate, manage and organise all virtual events and promotion of Enterprise Week 2023.</p> <p>Service Level Agreement – Lough Neagh Rescue – Update 2023/24 Provision has been made in the 2023/24 Tourism budget of £12,000.</p>

	<p>Branded Jute Shopping Bags Budget circ. £55,000 available within the town centre budget for procurement of branded jute shopping bags promoting the brand identities established in the towns.</p>
	Human: Officer time
	Risk Management:
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications:
	Rural Needs Implications:
5.0	Recommendation(s)
	It is recommended that Members;
5.1	Mid Ulster Enterprise Week 2023
	<p>5.1.1 Approve a budget of circ. £28,000 for the delivery of Mid Ulster Enterprise Week 2023 from within the existing Economic Development budget 2023/24.</p> <p>5.1.2 Approve that Council proceed to seek competitive quotes to appoint a professional Management / Delivery Partner to manage and co-ordinate the delivery of Mid Ulster Enterprise Week 2023. The costs for such to be apportioned from within the budget detailed at 5.1.1.</p> <p>5.1.3 Approve that the Chief Executive be awarded delegated authority to appoint the successful Management/Delivery Partner following the procurement exercise to allow work to commence over the summer 2023 period.</p>
5.2	Service Level Agreement: Lough Neagh Rescue 2023/24
	<p>5.2.1 Note Lough Neagh Rescue 2022/23 Progress Report outlining actions completed against their 2022/23 SLA Targets.</p> <p>5.2.2 Approve Mid Ulster District Council's Service Level Agreement with Lough Neagh Rescue for the year 2023-24.</p> <p>5.2.3 Approve the release of £12,000 to Lough Neagh Rescue from Council's Tourism budget (2023-24) subject to Council being provided with the requisite documentation – Progress Reports (12 months) updating Council on the work undertaken against that outlined in the SLA.</p>

5.3	Project Gigabit – Public Review
5.3.1	<p>Note correspondence from Department for the Economy (DfE), dated 1 June 2023, re Project Gigabit; and consider whether Members wish to;</p> <p>(a) Write to DfE to seek a two month extension to the consultation period, until 6 September 2023, to allow time for greater awareness raising to take place about the Project Gigabit consultation, especially throughout rural areas, thus ensuring our citizens are adequately informed and granted sufficient time to respond.</p> <p>(b) Request DfE to supply Council with the recent information they've collected from broadband infrastructure providers to help identify and map addresses / postcodes where remaining gaps in broadband provision still exist.</p>
5.4	Branded Jute Shopping Bags
5.4.1	<p>Approve a budget circ. £55,000 from existing town centre budget to purchase a supply of new jute branded shopping bags for Dungannon, Cookstown and Magherafelt; and obtain prices for Coalisland branded jute shopping bags, should these be required within the next twelve months.</p>
5.4.2	<p>Approve officers progress to seek competitive tenders from suitably qualified companies and provide approval for authority to be delegated to the Chief Executive to appoint the successful tenderer during the period when Council is in summer recess.</p>
6.0	Documents Attached & References
	<p>Appendix 1a – Lough Neagh Rescue Request for Funding 2023 2024. Appendix 1b – Lough Neagh Rescue Progress Report 2022/2023. Appendix 1c – Lough Neagh Rescue SLA (April 2023-March 2024). Appendix 2 - Project Gigabit – Public Review Correspondence Appendix 3 – Branded Jute Shopping Bag Designs</p>



Martin McGuckin
Lough Neagh Rescue
Chairperson
Kinnego Lifeboat Station
Kinnego Marina
Oxford Island
Lurgan
BT66 7NJ

Dear Sir/Madam

12/05/2023

Lough Neagh Rescue wishes to make a formal request for an annual council contribution of £12,000 towards our search & rescue expenditure for the incoming financial year 2023/24. This request would represent £12,000 which will keep Mid Ulster Council contribution in line with Armagh, Banbridge and Craigavon and Antrim and Newtownabbey Borough Councils.

To provide backing information, I have forwarded our accounts for the year end. This expenditure is based on a pro rata apportionment for general costs or specific Ardboe Station costs which fall clearly within the Mid Ulster area.

As an independent and competent organisation declared to the Coastguard through the PSNI we have a pivotal and central role in all search and rescue activities for Lough Neagh and its tributaries. We operate on a 24/7 365 voluntary service on behalf of the community and other statutory rescue agencies. As a voluntary organisation we operate to the levels consistent and required with the Declared Operational Status as recognised by the Coastguard. Our station at Ardboe covers all of the western and south-western shores contiguous with Mid Ulster District Council's area and which represents the largest coverage of Lough Neagh.

Over the past 32 years we've had tremendous financial support from all councils around the Lough to include the three former councils which now form Mid Ulster District Council as a result of this support over those years we have past our strategic 10-year planning targets and have now embarked on our new strategy which will see us into 2030. Our Search and Rescue and Flood/Swift water teams based in Ardboe, Antrim and Kinnego are recognised as key leaders in the voluntary rescue services on these islands and we operate not only to local NISAR but to the UK DEFRA boat code for Search and Rescue operations.

In 2023 the council reviewed its contribution level and set it at £12,000. This much appreciated contribution has indeed help bring us to into the next decade with the delivery of our two new state of the art lifeboats in March 23, one of which is stationed at our Ardboe station along with our Flood and swift Water Response team.

Lough Neagh Rescue
 Kinnego Bay, Lurgan,
 Co Armagh, BT66 7NJ

T: 028 3834 5121
E: secretary@loughneaghrescue.co.uk

COMPANY NO. NI30528
CHARITY NO. NIC101051

While we are now in an excellent position with our latest capital expenditure programme which has future proofed our assets for the medium term, we still require financial support with our revenue expenditure.

The past 18 months has seen exponential increases of these costs with fuel and insurance costs alone represent a significant increase to our expenditure and unfortunately this is not in the gift of Lough Neagh Rescue to control.

We have constantly increased standard for our crew to meet from a training and safety aspect and we also must continue to update our crew PPE in line with current legislation, this all has significant cost implications, but is a necessity, not only ensure safety of the public on the Lough but also to ensure we as an organisation are meeting our obligations to protect and ensure the safety of our crew and volunteers.

As always, we welcome visits from your Councillors and officials to see first-hand the work being carried out in the area and to this and we would welcome the council Chairperson and the Chair of your Development Committee to visit the Ardboe station.

In the meantime if you require any further information please call myself (NO. 07738437886) or by visiting us during training scheduled on a Tuesday evening at 7:00 PM.

I look forward to hearing from you.

Martin McGuckin

Chairperson LNR

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Martin McGuckin
Lough Neagh Rescue
Chairperson
Kinnego Lifeboat Station
Kinnego Marina
Oxford Island
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	<u>Objectives</u>	<u>Outputs</u>
1.	LOUGH NEAGH RESCUE will continue to provide a pivotal and central role in all search and rescue activities for Lough Neagh and its tributaries.	During 2022 45 callouts and 2 recoveries
2.	LOUGH NEAGH RESCUE will operate to the levels consistent and required with the Declare Operational Status as recognised by the Coastguard.	Agreed LNR were awarded the Declared Facility Agreement from Belfast Coast Guard and we were the first independent lifeboat service in the UK and Ireland to achieve this. The boats are to Rescue Boat Code specification
3.	LOUGH NEAGH RESCUE Search and Rescue and Flood/Swift Teams will operate not only to local NISAR but also to UK DEFRA boat code for Search and Rescue.	Station Officers work to ensure compliance with both NISAR and UK DEFRA boat code.
4.	LOUGH NEAGH RESCUE will continue to base Search and Rescue and Flood/Swift teams at Ardboe, Kinnego and Antrim, to operate a 24 hr per day, 7 days per week, 365 days per year service on behalf of community and statutory rescue agencies, to cover all of the western and south western shores contiguous with Mid Ulster District Council area.	LNR secured funding and completed the design, specification and purchase of two new Lifeboats, which will reside in Kinnego and Ardboe. The new lifeboats are world leading in providing search and rescue, and include heat seeking capability, hoists and

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		<p>AR to safely coordinate missions.</p> <p>Cost for the new boats was £523,000 and a grant of £497,500 was awarded by DAERA with LNR match funding less that £30,000 which included all finance charges and interest.</p>
5.	LOUGH NEAGH RESCUE will have responsibility to ensure all equipment is serviced and maintained to standards pertinent to delivery Search And Rescue and ensure all staff and volunteers working as part of Search and Rescue and Flood/Swift teams are trained and qualified to standards recognised by the Coastguard, Northern Ireland Search and Rescue and UK DEFRA.	<p>A new programme was rolled out to replace PPE with 20 new dry-suits having been purchased. This should be added to in the coming year. Other gear, such as, gloves and under-suits should also be replaced and kept up to date and the SO's will be working hard to keep this right.</p> <p>Aim should be that every crew has their own personal kit.</p>
6.	LOUGH NEAGH RESCUE will ensure adequate insurances are in place to cover all potential liabilities.	Liabilities up to £10m in place
7.	LOUGH NEAGH RESCUE will provide a 10 year strategic plan with targets up to 2030	Strategy up to 2030 in place
8.	LOUGH NEAGH RESCUE will organise Best Practice Visits of both elected members and officials as and when required.	Elected members and officials were invited to attend launch at Battery Harbour
9.	LOUGH NEAGH RESCUE will submit an annual report by detailing progress on all key areas of work and its contributions. Report to be submitted by end of March 2023.	Report submitted May 2023 due to SLA pending
10.	LOUGH NEAGH RESCUE will administer all structures necessary to manage and implement the funds appropriately.	Completed the final payments for the new Kinnego station and also for the refurbishment of the Gary Breen project

11.	LOUGH NEAGH RESCUE will facilitate the involvement of Council staff and elected members in its work.	Agreed
12.	LOUGH NEAGH RESCUE will provide ongoing support to Council's objectives.	Agreed
13.	LOUGH NEAGH RESCUE will meet with Council's Tourism Service Manager to discuss progress prior to the end of March 2023.	LNR met with M McKeown, Tourism Service Manager and A O'Keefe May 23 at Ardboe station and showed them one of the new lifeboats, explaining the additional benefits to the lough.

Martin McGuckin, Chairperson LNR

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APPENDIX 1C

SERVICE LEVEL AGREEMENT

BETWEEN

MID ULSTER DISTRICT COUNCIL

AND

LOUGH NEAGH RESCUE

April 2023 – March 2024

THIS AGREEMENT is made on the X day of June 2023

PARTIES

- (1) MID ULSTER DISTRICT COUNCIL whose address is at Dungannon Office, 15 Circular Road, Dungannon BT71 6DT (the "**Council**"); and
- (2) LOUGH NEAGH RESCUE (Charity no. NIC 101051 and Company no. NI 30528) whose registered office is at, Kinnego Bay, Lurgan Co Armagh BT66 7NJ.

BACKGROUND

- a) LOUGH NEAGH RESCUE is an independent and voluntary organisation, declared to the Coastguard through the PSNI, as having a pivotal and central role in all search and rescue activities for Lough Neagh and its tributaries. LOUGH NEAGH RESCUE operate to the levels consistent and required with the Declared Operational Status as recognised by the Coastguard. The Search and Rescue and Flood/Swift teams are recognised as key leaders in the voluntary rescue services on these islands and operate not only to local Northern Ireland Search and Rescue (NISAR) but also to UK DEFRA boat code for Search and Rescue.
- b) Search and Rescue and Flood/Swift teams based at Ardboe, Kinnego and Antrim, LOUGH NEAGH RESCUE operate a 24 hr per day, 7 days per week, 365 days per year service on behalf of community and statutory rescue agencies.
- c) LOUGH NEAGH RESCUE receive financial support from all the councils surrounding the Lough (Mid Ulster District Council, Armagh City, Banbridge and Craigavon Borough Council and Antrim and Newtownabbey Borough Council. This has enabled LOUGH NEAGH RESCUE to meet their strategic 10 year planning targets and embark on a new strategy up to 2030.
- d) Financial support provided by Mid Ulster District Council will assist Lough Neagh Rescue carry out the search and rescue needs of all of the Western and South Western shores, (contiguous with Mid Ulster District Council area) as further detailed in Schedule 1 of this Agreement.
- e) The Council have been made aware of two new imminent investments of new equipment specifically required a new active Flood Water Response team in situ and increasing activity on the Lough, which requires part of Mid Ulster District Council's funding contribution to meet the Search and Rescue needs of Mid Ulster area.

1. DEFINITIONS

"Charges" shall mean the charges which shall become due and payable by the Council to (2) LOUGH NEAGH RESCUE in respect of the Services in accordance with the provisions of this Agreement. Such charges are further set out in **Schedule 2 of this Agreement**

“Commencement Date” shall mean 1st April 2023.

“Data Protection Legislation” means all applicable data protection and privacy legislation in force from time to time in the UK including the UK GDPR; the Data Protection Act 2018 (DPA 2018) (and regulations made thereunder) and the Privacy and Electronic Communications Regulations 2003 (SI 2003/2426) as amended and the guidance and codes of practice issued by the Information Commissioner or other relevant regulatory authority and applicable to a party.

“Law” shall mean the laws of Northern Ireland and any other laws or regulations, regulatory policies, guidelines or industry codes which apply to the provision of the Services or with which LOUGH NEAGH RESCUE is bound to comply.

“Services” shall mean those services specified in **Schedule 1 of this Agreement** and any other such services which may be agreed between the parties from time to time.

“Term” shall mean from the Commencement Date until 31st March 2024.

“Working Day” shall mean Monday to Friday, excluding any public holidays in Northern Ireland.

2. COMMENCEMENT AND DURATION

This Agreement shall take effect on the Commencement Date and unless terminated earlier is in accordance with the terms of this Agreement, shall continue for the Term.

3. SUPPLY OF SERVICES

- a. LOUGH NEAGH RESCUE shall provide the Services and provide secretariat to LOUGH NEAGH RESCUE Company and its structures with a view to providing Search and Rescue needs of Mid Ulster area as set out in Schedule 1 of this Agreement.
- b. Responsibility for the management of the LOUGH NEAGH RESCUE will be vested in the Board of Directors of LOUGH NEAGH RESCUE.
- c. The parties' authorised representatives for the purpose of this Agreement shall be Council's Tourism Manager and the Chairman of LOUGH NEAGH RESCUE.
- d. The Council reserves the right to withdraw funding should the LOUGH NEAGH RESCUE fail to adequately provide the service as outlined in Schedule 1 of this Agreement which forms the basis of the Council's agreement to commit funds to it. Funding will be reviewed by the Council on an annual basis on receipt of the written request from LOUGH NEAGH RESCUE and will require LOUGH NEAGH RESCUE to submit end of year progress reports for each year of the

Agreement showing progress against activities. In addition LOUGH NEAGH RESCUE may be required to attend a committee meeting of Council.

4. COMPLAINTS PROCEDURE

- a. LOUGH NEAGH RESCUE shall operate a procedure for dealing with the repercussions of defaulting on any of its obligations under this Agreement and/or complaints about its provision of the Service.

5. COMPLIANCE AND CHANGE IN LAWS

- a. In performing its obligations under this Agreement LOUGH NEAGH RESCUE shall have regard to and comply with all applicable Law (including but not limited to the Health & Safety at Work Act 1974 and any other Law relating to about health and safety).
- b. LOUGH NEAGH RESCUE shall monitor and shall keep the Council informed in writing of any changes in the Law which may impact the Services and shall provide the Council with timely details of measures it proposes to take and changes it proposes to make to comply with any such changes.
- c. LOUGH NEAGH RESCUE shall neither be relieved of its obligations to supply the Services in accordance with the terms of this Agreement nor be entitled to an increase in the Charges as the result of a change in Law.

6. INSURANCE Required

- a. LOUGH NEAGH RESCUE shall at its own cost effect and maintain with reputable insurance companies adequate insurance to cover all such risks and liabilities as may arise in the course of providing the Services including death or personal injury, loss of or damage to property or any other loss (the "Required Insurances"). Such policies shall include cover in respect of any financial loss arising from any advice given or omitted to be given by the The Council, in their limited role in providing financial support to LOUGH NEAGH RESCUE. This is, in part, to ensure the risk is minimised to the Council against all claims, demands, actions or proceedings made or brought and all losses, damages, costs, expenses and liabilities incurred, suffered or arising directly or indirectly in respect of or otherwise connected with the actions of the Services provided by LOUGH NEAGH RESCUE.
- b. If, for whatever reason, LOUGH NEAGH RESCUE fails to give effect to and maintain the Required Insurances, the Authority may make alternative arrangements to protect its interests and may recover the costs of such arrangements from the LOUGH NEAGH RESCUE.
- c. The terms of any insurance or the amount of cover shall not relieve the LOUGH NEAGH RESCUE of any liabilities under the agreement.

7. LOUGH NEAGH RESCUE VOLUNTEERS

- a. In relation to the employment of staff/volunteers, employment/volunteering conditions and practices must comply with all the relevant Law and should take account of current good practice in relation to employment/volunteering rights and the promotion of equality of opportunity and good relations.
- b. The Parties believe that the Transfer of Undertakings (Protection of Employment) Regulations 2006 (the "Employment Regulations") will not apply to this Agreement, whether on its commencement, during the Term on expiry or termination of the Agreement in whole or in part. In the event that, contrary to the expressed understanding of the Parties, the Employment Regulations are alleged by any person (including a Party, any trade union or staff association, employee representative or employee) to apply, or held by court of competent jurisdiction to apply, LOUGH NEAGH RESCUE shall indemnify the Council for all liabilities, claims, losses, damages, costs and expenses arising out of or in connection with the application of the Employment Regulations.

8. AUDIT

- a. During the Term and up to 7 years following completion, LOUGH NEAGH RESCUE shall allow the Council (acting by itself or via any representatives authorised to act on behalf of the Council) to access any of LOUGH NEAGH RESCUE'S premises, records, financial or otherwise, systems, personnel or equipment as may be required for the purposes of (*inter alia*) fulfilling any legally enforceable request by a regulatory body, monitoring and evaluating LOUGH NEAGH RESCUE'S compliance with its obligations under this Agreement, verify the accuracy of the Charges or identify suspected fraud and to verify the achievement or objectives or progress towards such objectives.

9. CHARGES

- a. The Council shall pay the Charges to the LOUGH NEAGH RESCUE in accordance with Schedule 2.
- b. If LOUGH NEAGH RESCUE is in breach of any of its obligations relating to this Agreement as detailed in Schedule 1, then the Council may require LOUGH NEAGH RESCUE to pay the Council the aggregate of all Charges paid to LOUGH NEAGH RESCUE during the Term or such lesser amount as the Council may determine.
- c. Mid Ulster District Council shall be entitled to publish details of the assistance referred to in this letter at such times and in such manner as they may decide.
- d. The Council would expect that its contribution would receive formal recognition by way of an invitation to the Council Chair to any appropriate regional event/official opening and mention in publicity pertaining to the event/facility.

- e. LOUGH NEAGH RESCUE shall be required to submit an end of year progress report for each year of the agreement showing progress against the targets and the plan for the year ahead. In addition LOUGH NEAGH RESCUE may be required to attend a committee meeting of Council.

10. INDEMNITY

- a. LOUGH NEAGH RESCUE shall indemnify and keep indemnified the Council against all liabilities, costs, expenses, damages and losses incurred by the Council arising out of or in connection with:
 - i. LOUGH NEAGH RESCUE'S breach or negligent performance or nonperformance of this Agreement;
 - ii. any claim made against the Council arising out of or in connection with the provision of the Services, to the extent that such claim arises out of the breach, negligent performance or failure or delay in performance of this Agreement by LOUGH NEAGH RESCUE.

11. LIABILITY

- a. Nothing in this Agreement limits any liability which cannot legally be limited, including for:
 - i. death and personal injury caused by negligence; and
 - ii. fraud or fraudulent misrepresentation.
- b. Subject to clause 10(a), the Council's total aggregate liability under this Agreement shall be limited to the Charges.

12. FREEDOM OF INFORMATION

- a. The Council is subject to the terms of the Freedom of Information Act 2000 (the "Act"). Any information, which comes into the possession of the Council may be subject to disclosure under the provisions of that Act, unless an exemption applies. Only the Council can make the decision regarding whether information is disclosable or not. In arriving at the decision, The Council will take account of the nature of the information, exemptions provided by the Act, and the public interest. If the information is disclosable in accordance with the terms of the Council has no discretion to prevent its disclosure.
- b. LOUGH NEAGH RESCUE will:
 - i. provide all necessary assistance and cooperation as reasonably requested by the Council to enable the Authority to comply with its obligations under the Act;
 - ii. transfer to the Council all requests for Information relating to this Agreement that it receives as soon as practicable and in any event within 2 Working Days of receipt;

- iii. provide the Council with a copy of all information belonging to the Authority requested in the request for information which is in its possession or control in the form that the Council requires within 5 Working Days (or such other period as the Council may reasonably specify) of the Council's request for such information; and
- iv. not respond directly to a request for information unless authorised in writing to do so by the Council.

13. DATA PROCESSING

- a. Both parties acknowledge that the only personal data which will be exchanged between the parties is details of employee/volunteer names of each party. Both parties acknowledge that they shall each act as independent controllers in respect of these employee/volunteer names.
- b. Both parties will comply with all applicable requirements of the Data Protection Legislation. This clause is in addition to, and does not relieve, remove or replace, a party's obligations or rights under the Data Protection Legislation.
- c. LOUGH NEAGH RESCUE shall ensure that it has an appropriate privacy policy in place with those of its employees/volunteers whom shall have their name shared with the Council.

14. NO PARTNERSHIP OR AGENCY

- a. Nothing in this Agreement is intended to, or shall be deemed to, establish any partnership or joint venture between any of the parties, constitute any party the agent of another party, or authorise any party to make or enter into any commitments for or on behalf of any other party.
- b. Each party confirms it is acting on its own behalf and not for the benefit of any other person.

15. CONFIDENTIALITY

- a. The provisions of this clause do not apply to any Confidential information:
 - i. is or becomes available to the public (other than as a result of its disclosure by the receiving party or its representatives in breach of this clause);
 - ii. was available to the receiving party on a non-confidential basis before disclosure by the disclosing party;
 - iii. was, is, or becomes available to the receiving party on a nonconfidential basis from a person who, to the receiving party's knowledge, is not bound by a confidentiality agreement with the disclosing party or otherwise prohibited from disclosing the information to the receiving party; iv. the parties agree in writing is not confidential or may be disclosed;

- v. which is disclosed by the Authority on a confidential basis to any central government or regulatory body.
- b. Each party shall keep the other party's Confidential Information secret and confidential and shall not:
 - i. use such Confidential Information except for the purpose of exercising or performing its rights and obligations under or in connection with this Agreement (**Permitted Purpose**); or ii. disclose such Confidential information in whole or in part to any third party, except as expressly permitted by this.
- c. A party may disclose the other party's Confidential information to those of its representatives who need to know such Confidential Information for the Permitted Purpose, provided that:
 - i. it informs such representatives of the confidential nature of the Confidential Information before disclosure; and ii. it procures that its representatives shall, in relation to any Confidential Information disclosed to them, comply with the obligations set out in this clause as if they were a party to this Agreement,
 - iii. and at all times, it is liable for the failure of any Representatives to comply with the obligations set out in this clause.
- d. A party may disclose Confidential Information to the extent such Confidential Information is required to be disclosed by Law (including under the Act), by any governmental or other regulatory authority or by a court or other authority of competent jurisdiction provided that, to the extent it is legally permitted to do so, it gives the other party as much notice of such disclosure as possible.

16. REMEDIATION PROCESS

- a. If LOUGH NEAGH RESCUE is in default in complying with any of its obligations under this Agreement the Council may, at its sole discretion, choose to terminate this Agreement in accordance with clause 17 or enter into a remediation plan process. If the Council chooses to enter into a remediation plan process, it shall give a remediation notice to LOUGH NEAGH RESCUE which shall specify the default in outline and the actions LOUGH NEAGH RESCUE needs to take to remedy the default.
- b. The Council shall be under no obligation to initiate a remediation plan process.
- c. Within 5 Business Days of receipt of a Remediation Notice, LOUGH NEAGH RESCUE shall:
 - i. submit a draft remediation plan, even if it disputes that it is responsible for the matters which are the subject of the remediation notice; or
 - ii. inform the Council that it does not intend to submit a remediation plan, in which event the Council shall be entitled to serve a termination notice.

- d. The Council shall either approve the draft remediation plan within 5 Business Days of its receipt or it shall inform LOUGH NEAGH RESCUE why it cannot accept the draft remediation plan. In such circumstances, LOUGH NEAGH RESCUE shall address all such concerns in a revised remediation plan, which it shall submit to the Council within 5 Business Days of its receipt of the Council's comments. If no such notice is given, LOUGH NEAGH RESCUE draft remediation plan shall be deemed to be agreed.
- e. Once agreed, LOUGH NEAGH RESCUE shall immediately start work on the actions set out in the remediation plan.
- f. If a remediation plan cannot be agreed within 5 Business Days then the Council may elect to end the remediation plan process and serve a termination notice.
- g. If a remediation plan is agreed between the parties, but LOUGH NEAGH RESCUE fails to implement or successfully complete the remediation plan by the required completion date, the Council may:
 - i. terminate this Agreement by serving a termination notice; or
 - ii. give LOUGH NEAGH RESCUE a further opportunity to resume full implementation of the remediation plan.

17. TERMINATION

- a. Without affecting any other right or remedy available to it the Council may terminate this Agreement with immediate effect or on the expiry of the period specified in the Termination Notice by giving written notice to LOUGH NEAGH RESCUE if one or more of the following circumstances occurs or exists:
 - i. if LOUGH NEAGH RESCUE is in material breach of this Agreement, which is irremediable;
 - ii. if LOUGH NEAGH RESCUE is in material breach of this Agreement (where, for the avoidance of doubt, failure to adequately provide the services shall constitute a material breach) and, where such breach is remediable, fails to remedy such breach within 3 days of being notified of such breach;
 - iii. if there is an Insolvency Event; or
 - iv. the Council reasonably believes that the circumstances set out in regulation 73(1) of the Public Contracts Regulations 2015 apply.

18. TERMINATION ON NOTICE

Without affecting any other right or remedy available to it, the Council may terminate this Agreement at any time by giving one month's written notice to LOUGH NEAGH RESCUE.

19. WAIVER

- a. A waiver of any right or remedy is only effective if given in writing and shall not be deemed a waiver of any subsequent right or remedy.
- b. A delay or failure to exercise, or the single or partial exercise of, any right or remedy shall not waive that or any other right or remedy, nor shall it prevent or restrict the further exercise of that or any other right or remedy.

20. SEVERANCE

- a. If any provision or part-provision of this Agreement is or becomes invalid, illegal or unenforceable, it shall be deemed deleted, but that shall not affect the validity and enforceability of the rest of this Agreement.

21. ASSIGNMENT AND OTHER DEALINGS

- a. The Council may at any time assign, mortgage, charge, subcontract, delegate, declare a trust over or deal in any other manner with any or all of its rights and obligations under this Agreement.
- b. LOUGH NEAGH RESCUE shall not assign, transfer, mortgage, charge, subcontract, delegate, declare a trust over or deal in any other manner with any of its rights and obligations under this Agreement without the prior written consent of the Authority.

22. ENTIRE AGREEMENT AND VARIATION

- a. This Agreement constitutes the entire agreement between the parties and supersedes and extinguishes all previous and contemporaneous agreements, promises, assurances and understandings between them, whether written or oral, relating to its subject matter.
- b. No variation of this Agreement shall be effective unless it is in writing and signed by the parties.

23. GOVERNING LAW

- a. This Agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of Northern Ireland.

24. JURISDICTION

- a. Each party irrevocably agrees that the courts of Northern Ireland shall have exclusive jurisdiction to settle any dispute or claim arising out of or in

connection with this Agreement or its subject matter or formation (including non-contractual disputes or claims).

Schedule 1 – SERVICE OBJECTIVES & SPECIFICATION 1. AIMS OF THE SERVICE

LOUGH NEAGH RESCUE will provide a Search and Rescue service to Mid Ulster District Council (MUDC) and the wider areas as specified.

2. ROLES AND RESPONSIBILITIES

2.1. LOUGH NEAGH RESCUE will provide the following services for the Council:

- 2.1.1.** LOUGH NEAGH RESCUE will continue to provide a pivotal and central role in all search and rescue activities for Lough Neagh and its tributaries.
- 2.1.2.** LOUGH NEAGH RESCUE will operate to the levels consistent and required with the Declare Operational Status as recognised by the Coastguard.
- 2.1.3.** LOUGH NEAGH RESCUE Search and Rescue and Flood/Swift Teams will operate not only to local NISAR but also to UK DEFRA boat code for Search and Rescue.
- 2.1.4.** LOUGH NEAGH RESCUE will continue to base Search and Rescue and Flood/Swift teams at Ardboe, Kinnego and Antrim, to operate a 24 hr per day, 7 days per week, 365 days per year service on behalf of community and statutory rescue agencies, to cover all of the western and south western shores contiguous with Mid Ulster District Council area.
- 2.1.5.** LOUGH NEAGH RESCUE will have responsibility to ensure all equipment is serviced and maintained to standards pertinent to delivery Search And Rescue and ensure all staff and volunteers working as part of Search and Rescue and Flood/Swift teams are trained and qualified to standards recognised by the Coastguard, Northern Ireland Search and Rescue and UK DEFRA.
- 2.1.6.** LOUGH NEAGH RESCUE will ensure adequate insurances are in place to cover all potential liabilities.
- 2.1.7.** LOUGH NEAGH RESCUE will provide a 10 year strategic plan with targets up to 2030
- 2.1.8.** LOUGH NEAGH RESCUE will organise Best Practice Visits of both elected members and officials as and when required.
- 2.1.9.** LOUGH NEAGH RESCUE will submit an annual report by detailing progress on all key areas of work and its contributions. Report to be submitted by end of March 2024.
- 2.1.10.** LOUGH NEAGH RESCUE will administer all structures necessary to manage and implement the funds appropriately.
- 2.1.11.** LOUGH NEAGH RESCUE will facilitate the involvement of Council staff and elected members in its work.
- 2.1.12.** LOUGH NEAGH RESCUE will provide ongoing support to Council's objectives.

2.1.13. LOUGH NEAGH RESCUE will meet with Council's Tourism Service Manager to discuss progress prior to the end of March 2024.

SCHEDULE 2 – FINANCIAL & RESOURCING ARRANGEMENT

3.1 The Council has agreed that payment of £12,000 sterling (Twelve Thousand Pounds) will be paid to LOUGH NEAGH RESCUE for their exclusive use towards the organisation costs for year 1 April 2023 – 31 March 2024 Payment will be released only upon the following condition:

- Submission of an original invoice. Copies are NOT acceptable.
- Provision of completed and signed Declaration Form confirming LOUGH NEAGH RESCUE has all requisite documentation in place.
- Mid Ulster District Council will have the right to request repayment of all or part of the assistance if the conditions outlined in this Agreement are not met.

ANNEX ONE

ACCEPTANCE FORM

I, Darren Mallon, as Chairperson of LOUGH NEAGH RESCUE have read and understood the Council's Service Level Agreement between LOUGH NEAGH RESCUE and Mid Ulster District Council.

I agree to comply with the conditions as detailed in these documents and to abide by those principles and procedures in my role as Chairperson of LOUGH NEAGH RESCUE.

Council Official

**LOUGH NEAGH RESCUE
Chairperson**

Signed:

Position: Chief Executive

Name (Block Capitals)

ADRIAN MCCREESH

Date:

Please sign two copies of this Agreement, one to be returned to Mid Ulster District Council and one to be retained by LOUGH NEAGH RESCUE.

BROADBAND PROJECT DIRECTOR

Nigel Robbins

Fiona McKeown
Mid Ulster Council
Mid Ulster Office



Adelaide House
39-49 **Adelaide** Street
Belfast BT2 8FD

email: nigel.robbs@economy-ni.gov.uk

1 June 2023

PROJECT GIGABIT – PUBLIC REVIEW

Dear Fiona McKeown,

I am writing to you further to a meeting attended by the Department for the Economy (DfE) and Local Council representatives on 4th April 2023, which was intended to update Local Councils on DfE's plans to launch a Public Review for the broadband intervention project known as Project Gigabit. As you may be aware, DfE is participating in the UK Government's Project Gigabit to develop a procurement approach with an ambition to improve gigabit-capable broadband across Northern Ireland, which is likely to be the first part of the UK, to have ubiquitous access to gigabit capable broadband, as a result of ongoing commercial investment and much needed public intervention, particularly in rural areas.

I would be most grateful if you would kindly encourage council officials to support awareness-raising of the upcoming Public Review. I can appreciate that this will be a particularly busy time for the council, and so DfE Telecoms has prepared some text which you may wish to consider posting on your council's website to help raise awareness and provide constituents with a link to access further information.

Below is a summary of Project Gigabit's aims and the Public Review exercise, which will launch on 5 June and close on 6th July 2023.

What Project Gigabit aims to achieve

The UK Government's ambition is to deliver nationwide gigabit-capable broadband as soon as possible. DfE recognises that there is a need for Government intervention in the parts of Northern Ireland that are not commercially viable. The UK government has committed £5 billion for the hardest to reach parts of the country, ensuring that all areas of the UK can benefit. This will be spent through a package of coordinated and mutually supportive interventions, collectively known as Project Gigabit.

As part of this, DfE is working in partnership with Building Digital UK (BDUK), an Executive Agency sponsored by The Department for Science, Innovation and Technology, to develop a procurement approach for funding contracts to suppliers delivering gigabit-capable wholesale infrastructure. BDUK will be allocating the entire capital funding requirement for Project Gigabit NI, with DfE, as the Contracting Authority, managing local project delivery requirements. The procurement approach for

Project Gigabit NI will be a successor to the transformational Superfast broadband programme, including Project Stratum.

Our goal is to ensure we target the parts of Northern Ireland that need Government support. A key step in this ambition is to identify areas which will be left out because they are not commercially viable.

Public Review

In December 2022, DfE launched an Open Market Review (OMR) Request for Information (RFI) to establish existing and planned coverage of broadband services within the geographic area outlined in the PR documentation over the next three years (and beyond, if available). DfE sought responses from all existing and prospective broadband infrastructure suppliers that operate, or are planning to operate, within Northern Ireland.

DfE has assessed the industry's responses to the OMR and is now conducting a Public Review (PR) to validate the results of the OMR, including seeking validation of the eligibility of the premises for subsidy. The PR seeks information about current broadband network coverage and any future plans to roll out broadband infrastructure, particularly within the next three years. The PR will be open for feedback from any interested stakeholders and will run for one calendar month. When completed, DfE will confirm the eligibility of the premises for procurement(s) and will publish an Outcome Report outlining postcode level maps of the final Unique Property Reference Numbers (UPRNs) which have been designated as 'white' and eligible for subsidy under the Gigabit Infrastructure Subsidy scheme.

What support we encourage from Local Councils

DfE is keen to ensure that as many stakeholders as possible are aware of the Public Review, so we are asking that Local Councils help us to publicise the PR on their websites, on social media platforms, and any other means that Local Councils consider helpful. To this end we have provided below some suggested text that you might want to use. This includes links to the PR documents on the DfE website, as well as a link to an online address checker which allows users to find out how addresses have been assessed by DfE based on the information currently available. Contact details are provided if stakeholders want to get in touch with DfE.

SUGGESTED TEXT FOR LOCAL COUNCIL WEBSITE:

[Start of text]

Project Gigabit

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*DfE has published a **Request for Information that can be read on DfE's website at www.economy-ni.gov.uk** and is also providing an **online address checking facility** at <https://consultations.nidirect.gov.uk/dfe/project-gigabitni-open-market-review-public-review> to allow the public, business and anyone interested in the Public Review to see how DfE has currently categorised addresses, as well as contact details to provide feedback to DfE.*

Next Steps

The outcome of the Public Review will inform the procurement(s) that DfE will take forward and further information will be made available on the DfE website in the coming months following the conclusion of this Public Review.

[End of text]

Summary of next steps in terms of what will happen when the PR closes

When completed, DfE will confirm the eligibility of the premises for procurement(s) and will publish an Outcome Report outlining postcode level maps of the final Unique Property Reference Numbers (UPRNs) which have been designated as 'white' and eligible for subsidy under the Gigabit Infrastructure Subsidy scheme.

The outcome of the Public Review will inform the procurement(s) that DfE will take forward and further information will be made available on the DfE website in the coming months following the conclusion of this Public Review.

We expect to be able to recommend the business case to the Department of Finance for approval later this year, prior to launching a competitive procurement process. Contract award is expected in Spring 2024, subject to internal approvals.

I hope you can help the Department with this important project, and I look forward to working with your Local Council over the coming months to achieve our ambition of further improving the availability of gigabit-capable broadband across Northern Ireland.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'N. Robbins', with a long horizontal flourish extending to the right.

NIGEL ROBBINS

Broadband Project Director
Department for the Economy

Appendix 3 – Branded Jute Shopping Bags Designs



**Minutes of Meeting of the Development Committee of Mid Ulster District Council
held on Wednesday 5 April 2023 in the Council Offices, Circular Road,
Dungannon and by Virtual Means**

Members Present

Councillor Black, Deputy Chair

Councillors Ashton, Burton, Corry *, Cuddy, Doris*,
McNamee*, Martin*, Milne*, Quinn* and Wilson*

**Officers in
Attendance**

Mr Black, Strategic Director of Communities and Place
(SD: C&P)

Mr Gordon, Assistant Director of Health, Leisure and
Wellbeing (AD: HL&W)

Ms Linney, Assistant Director of Development (AD: Dev)**

Ms McKeown, Assistant Director of Economic
Development, Tourism and Strategic Programmes (AD:
EDT&SP)**

Mr Brown, ICT Support

Mrs Forde, Committee and Member Services Manager

**Others in
Attendance**

Agenda Item 4 – Deputation - Life After Support Group

Ms Debbie Mullen

* Denotes Members present in remote attendance

** Denotes Officers present by remote means

*** Denotes Others present by remote means

The meeting commenced at 7.00 pm.

The Chair, Councillor Clarke welcomed everyone to the meeting and those watching the meeting through the Live Broadcast. Councillor Clarke in introducing the meeting detailed the operational arrangements for transacting the business of the committee in the chamber and by virtual means, by referring to Annex A to this minute.

D061/23 Notice of Recording

This meeting will be webcast for live and subsequent broadcast on the Council's You Tube site.

D062/23 Apologies

Councillor Clarke, Elattar, Kerr and Molloy

D063/23 Declaration of Interests

The Deputy Chair, Councillor Black reminded Members of their responsibility with regard to declaration of interest.

D064/23 Chair's Business

The Deputy Chair, Councillor Black advised Councillor Quinn had an item for Chair's Business.

Councillor Quinn said like others as he was out engaging with different people the main topic of conversation was the funding cuts both from council and central government and the impact of same. He said he was aware Council was not immune to cuts but having discussed with others in Council and some political parties he would propose to delegate authority to the Chief Executive to give the Chief Executive delegated authority to identify ways and possibly allocate from reserves to top up funding streams and grants to assist groups impacted by funding cuts such as ESF.

The SD: C&P said Council do look for external opportunities to top up current grant funding streams but with regard to the use of Council reserves this would have to be referred to the Policy & Resources Committee. He spoke of the current funding and reminded Members that as a result of the rates setting process available Council grant funding had been reduced by £220k. He said he understood Members wanting to lessen the pain but advised that to use reserves was not a sustainable solution in the longer term and not within the scope of decision making of the development committee but what it could do was refer the proposal to policy and resources committee.

Councillor Ashton asked was community development team bringing an update on grant aid applications to the meeting.

In response the SD: C&P advised that grants assessment was currently taking place and delegated authority would be sought at the Council meeting in relation to grants as the process would not be completed in time.

Councillor Ashton referred to Councillor Quinn's comments and reminded him it was SDLP and Sinn Féin who had voted for the rates and now that the hitback was coming from the community. She said this should be a lesson to councillors as they need to realise the impact of what is put in front of them as here a month later they are changing their minds.

The Deputy Chair, Councillor Black said that the points raised were valid.

Councillor Cuddy said considerable time was spent in striking a rate and the UUP take the process seriously, as within weeks of their decision councillors were back looking to revisit the recycling centre decision and now the grants. He said those in question needed to learn how to run an organisation. He concurred with Councillor Ashton and said parties need to think the process and decisions through. Councillor Cuddy said members had a strong officer team who presented the information and he was sure they were fed up with decisions being overturned. He concluded that everyone wanted to help communities but budgets were set for a year not a month.

Councillor McNamee said he was happy to support Councillor Quinn and he was aware Councillor S McPeake was raising the matter at the Policy & Resources committee.

The Deputy Chair, Councillor Black said the Policy & Resources committee was the correct forum for discussion.

Councillor Corry said many groups had been in contact in relation to funding loss which was largely down to ESF funding cuts and reminded the Chamber it was the result of Brexit which had been championed by the DUP and the Assembly not sitting was a further impact. She said it may be worthwhile writing again for people were losing their jobs.

The Deputy Chair, Councillor Black said a motion had been brought to Council regarding the loss of ESF and all parties had supported this.

Councillor Martin said she was in support of Councillor Quinn's proposal.

Councillor Burton concurred with the comments of Councillors Ashton and Cuddy and said there is a short view point, she said all would want to support groups but you cannot just rejig a budget as to run your home in this manner would not be productive. She asked how long it would be before groups new the outcome of their funding applications.

The SD: C&P said the Community Development team were assessing grants and as aforementioned the recommendation for delegated authority to the Chief Executive would be brought before Council in April.

Councillor Wilson concurred with Councillors Cuddy and Ashton and said he found it somewhat strange that use of reserves was shot down by nationalist parties at the rates setting, council had cut its own grants but now the proposal was coming to use the reserves and reiterated earlier comments that much time is spent considering budgets. He sought clarity as to who Councillor Quinn had spoken to from the UUP in relation to the matter.

The Deputy Chair, Councillor Black asked if Councillor Quinn wished to respond.

Councillor Quinn said he had spoken to many but would not reveal individuals.

Councillor Wilson stated he wanted to know which parties supported the idea.

Resolved That it be recommended to Council, to be considered by Policy & Resources Committee 7 April 2023, to give the Chief Executive delegated authority to identify savings and possibly allocate from reserves to top up funding streams for grants to assist groups impacted by funding cuts such as ESF.

D065/23 Deputation – Life After Support Group

The Chair, Councillor Black welcomed Debbie Mullen from Life After Support Group

Ms Mullen thanked Members for the opportunity to present and introduced Life After Support Group advising that it was borne out of the tragic death of her son Keelan at the age of 17 who had passed his driving test on the 1 February and lost his life on 2 March having hit black ice and skidded into a tractor and slurry tanker. She said her life changed for ever as a mother of four she had only three living children and following her loss she had been unable to navigate through life. She explained she was in the final year of a counselling degree and her tutors, peers and private health care had enabled her to access the help she needed but many who had suffered like her had not this support.

Four years after losing Keelan Ms Mullen said she had attended a workshop ran by the emergency services who were looking for what was missing when people were faced with such tragedy. She spoke of the support of the PSNI family liaison officer who was her lifeline at the time of the tragedy and had went above and beyond to help her. At the event she also met a gentleman from Derry who had set up a facebook page and asked her to speak at an event out of which the need for the support service had been realised, a working group formed, intervention plan developed and lobbying and support commenced. Life After Support Group was formed and have now welcomed their 203rd family to the group. She said the group work closed with the PSNI, emergency services and had tremendous support from all political parties. She highlighted that the Northern and Western Health Trusts love the group but do not financially support it, the PCSP in some areas assist with room hire and refreshments but the group needs people in position of pay outlining that some 500 counselling hours had been delivered free to people who have been impacted by people with experience.

Ms Mullen told how Derry City & Strabane Council had assisted with road safety events, permitting them use of the Guildhall Square to reconstruct road traffic collisions to allow people to see what can happen. She spoke of youth conferences, the Garda and PSNI participation in events together with emergency services who spoke of the hard hitting situations they face. She said many youths had a sharp shock but support was there for those who struggle with what they see. Ms Mullen highlighted an example of their work in that the group had lobbied with the DfI following a death at the Dark Hedges when an American couple on honeymoon had had an accident and Michael Monroe had lost his life. She told how the group had assisted the family at the time, lobbied the DfI and had got the Give Way sign changed to a STOP sign and to date there has been no further accidents at the site.

Ms Mullen shared that the PSNI had asked the group to go into their training school to engage with Family Liaison officers to help them carry out their role. She said the officers learnt from people who have experienced the tragedy as to how best to support families who have lost a loved one and assist them in trying to navigate life without them.

Ms Mullen sought support from Council with assistance in identifying a location to hold meetings in the district, suggesting Cookstown as it is central. She said the group support families from Mid Ulster and need ideas for venues to host meetings once a month.

The Deputy Chair, Councillor Black thanked Ms Mullen and said what she had done in the aftermath of her son's death had taken great courage, that she had touched on the most important things, individuals and families who would find help in being assisted by those who had walked the path themselves.

Councillor Doris extended sympathy to Ms Mullen on the loss of her son and commended her in using the legacy of his life to help others. She stated mental health support should not just be for those who could afford it. Councillor Doris said she had an interest in the line of work and she had no doubt the group would receive support across the Chamber and that officers would no doubt look at how they could assist and if Sinn Féin could support they would.

Councillor Burton thanked Ms Mullen for the powerful message delivered, extended her sympathy and said that the fact she supported others was testament to her and often it was the road you walk in life that gives you character. She said as a PCSP member she regularly lobbies regarding the roads given the record of road deaths in the district and shared that how someone recently had moved to the district and incurred higher car insurance costs. Councillor Burton highlighted that the district was a vast rural area of which Dungannon was the centre and officers needed to engage with the group to see how Council could assist. She shared that the PCSP in the district also host reenactments of road traffic collisions to try to get the message home to young people. She advised Ms Mullen to seek a presentation with Northern Ireland Local Government Association as all councils were affiliated to it.

Ms Mullen said that in the youth conference hosted in Derry even funeral directors attend but counsellors are always on hand as often deep emotions can be triggered and safeguarding is a strong consideration. She shared how she too suffers from post traumatic stress disorder but has now been able to participate in reenactments for prisoners in Magilligan whose actions on the road had led to custodial sentences.

Councillor Burton concurred as to how the reenactments can be traumatising and told how one youth who had participated in the reencacment was actually involved in a road traffic accident a few weeks later.

Councillor Cuddy said if you have not had the experience you don't fully understand and that it was great to see the organisation both in existence and working in the district. He said the UUP would want to support and acknowledged that money was a major issue but that Council would want the group to have a presence in Mid Ulster.

Councillor Quinn echoed the comments of fellow Councillors and spoke of the mental health support people would need emphasising that support is fantastic but the door closes at night and people are alone. He referred to 55 road deaths and 795 seriously injured which highlight the need for such services. He said the SDLP would be happy to support any way they can.

The Deputy Chair, Councillor Black said there was no doubt there was unanimous support across the chamber.

Proposed by Councillor Black
Seconded by Councillor Ashton

Resolved That it be recommended to Council that Officers make contact with Life After Support Group to discuss how Council can assist the group in Mid Ulster District.

Matters for Decision

D066/23 Update on Age Friendly & Mid Ulster Loneliness Network

The Assistant Director Health, Leisure & Wellbeing (AD: HL&W) presented previously circulated report to update members of the ongoing work around Age Friendly Communities and advise on a request for funding towards Mid Ulster Loneliness Network.

Councillor Corry said she was happy to propose the report and stated that both groups do tremendous work and given that the district had an aging population it was imperative that they were supported.

The Deputy Chair, Councillor Black asked if there was similar initiatives in other council areas.

In response the AD: HL&W said that Mid Ulster district straddles both the Northern and Souther Trust areas but he would revert to the Member as to the the extent of initiatives in other areas.

The Deputy Chair, Councillor Black said he was just curious and was happy to second the proposal.

Proposed by Councillor Corry
Seconded by Councillor Councillor Black and

Resolved That it be recommended to Council to approve the request for a contribution of £3,000 towards the Loneliness Network in order to further promote and develop the network as supported by the other key partners of the Mid Ulster Loneliness Network included NHSCT and SHSCT.

Declaration of Interest

Councillor Burton referred to the Life After Support Group presentation and declared an interest in the PCSP.

D067/23 Development Report

The Assistant Director of Development (AD: Dev) presented previously circulated report to update members and to seek approval for the following:

- Community Support
- Social Inclusion
- Good Relations
- Peace

- PSCP

It was noted that the PCSP minutes were for information.

Proposed by Councillor Black
Seconded by Councillor Quinn and

Resolved That it be recommended to Council to approve the Development Report.

D068/23 Economic Development – OBFD

The Assistant Director of Economic Development, Tourism and Strategic Programmes (AD: EDT&SP) presented previously circulated report to update on key activities as detailed below:

- Hidden Heritage Tours 2023
- Tourism Mentor Programme 2023
- Service Level Agreement – Irish Central Border Area Network (ICBAN) (2023/24)
- Service Level Agreement – MEGA 2022/25 – Update 2023/24

Councillor Quinn referred to heritage tours and asked if there was any plans to create walks around the ramparts in Derrytresk area of Torrent

In response the AD: EDT&SP said she was not aware but would ask the Tourism Manager to speak to the Member. She also said it would also be important to tie in with Council's outdoor recreation team and advised she would request their attendance when a meeting is convened with Councillor Quinn.

The Deputy Chair, Councillor Black said it was a fair point as Council should take every opportunity it could.

Proposed by Councillor Burton
Seconded by Councillor Corry

Resolved That it be recommended to Council to:

- 1 Hidden Heritage Tours 2023
Approve content of the proposed Hidden Heritage Programme 2023 and associated budget of £4,000 from the 2023/24 Tourism budget, required to deliver the tours.
- 2 Tourism Mentor Programme 2023
 - 2.1 Approve content of the proposed Mid Ulster Tourism Mentor Programme and associated budget of £10,000 from the 2023/24 Tourism budget, which includes the appointment of a facilitator(s) to establish/develop 'Embrace the Giant Spirit' brand aligned experiences.

- 2.2 Note that subject to approval, competitive quotations will be sought from suitably qualified facilitator(s) to deliver the programme and appointment(s) made to allow the programme to commence.
- 3 Service Level Agreement: Irish Central Border Area Network (ICBAN) (2023/24)
 - 3.1 Note ICBAN's 2022/23 Progress Report outlining actions completed against their 2022/23 Service Level Agreement Targets.
 - 3.2 Approve Council's Service Level Agreement with ICBAN for the financial year, April 2023 – March 2024, as detailed on Appendix 1c, subject to Council's Legal Team having final review of the SLA before issue.
 - 3.3 Approve the release of £15,000 from Council's Economic Development Budget (2023/24), subject to Council being provided with the requisite documentation as detailed in the Service Level Agreement on Appendix 1c.
4. Service Level Agreement: MEGA – Year 2 2023/24
 - 4.1 Note MEGA's Progress Report 2022/2023, outlining actions completed, against their Service Level Agreement Targets for 2022/2023.
 - 4.2 Approve release of second annual payment to MEGA of £15,000 from Council's Economic Development budget (2023/2024), subject to Council being provided with all the requisite documentation as detailed in the existing Service Level Agreement (2022/23 to 2024/25).

D069/23 Granville Industrial Estate (Dungannon) Report

The Assistant Director of Economic Development, Tourism and Strategic Programmes (AD: EDT&SP) presented previously circulated report to update Members on Granville Industrial Estate, Dungannon. She advised that Council Members had led a strong lobbying campaign to request Government Departments to provide urgent infrastructure investment to allow improvement works to be carried out at Granville Industrial Estate and surrounding area. She acknowledged the work completed to date but indicated more investment is needed to target the issues as set out in the recommendations section of the report.

Councillor Cuddy thanked officers for the work and said it had long been an issue for both Dungannon and Clogher Valley Councillors. He said it was one of the most successful industrial areas which had just grown but had never had overall management. He welcomed the partnership working with statutory agencies and said there was great firms in the area which had grown but the infrastructure had not kept pace and required attention as the international companies were bringing people to the area from all over the world.

Councillor Burton welcomed the investment in the carriageway and footpath as many walk the particular stretch of road and lighting was a must and could possibly be sought through the 'Active Travel Scheme' as many workers, mothers and children walked the route. She said it was imperative that Council liaise with the Farmers Mart as often the overspill of traffic impacts the housing estate to the left hand side of the industrial area and there was issues of noise and odour. She concluded that the pathways around the development of homes was not up to scratch and opportunities could not be missed to improve the footpaths in the housing estate at Granville and indeed across many villages where footpaths were in bad condition.

The Deputy Chair, Councillor Black said opportunities should not be missed but welcomed the positive direction.

Proposed by Councillor Burton
Seconded by Councillor Cuddy

Resolved That it be recommended to Council to grant approval for Council to issue a letter to Mr Johnny Graham, Senior Engineer, DfI Roads to:-

- (i) Welcome the recent £600k investment in carriageway and footway improvements at Granville, notwithstanding the need for additional street lighting on the footpath along the A45 which is critical for pedestrian safety and promoting active travel.
- (ii) Welcome the Granville Industrial Estate Options Report / Masterplan produced by Amey Consultants and to support the introduction of a left turn slip road at the main entrance as an interim measure to help alleviate congestion and improve access and egress from and to the Industrial Estate.
- (iii) Request DfI Roads engage with Dungannon Farmers Mart to discuss traffic and parking issues at Granville.
- (iv) Request DfI Roads to commence the legislative process to introduce a Stopping-Up Order on the Eskragh Road (North) in conjunction with revoking the Order at Eskragh Road (West), which came into operation in 2011.

Matters for Information

D070/23 Minutes of Development Committee held on 16 March 2023

Members noted Minutes of Development Committee held on 16 March 2023.

D071/23 Corporate Events 2023

Members noted update on the proposed Mid Ulster District Council Corporate Events Programme for April 2023 – March 2024.

Councillor Doris drew attention to identified savings and proposed that Council officers engage with the organisers of the 10k in Coalisland. She stated that the events attracts 1000s into the town centre and Council had a legacy of supporting the event and it would be appropriate to direct the savings identified towards it.

Councillor McNamee seconded the proposal and placed on record his disappointment that the Continental Market was not going ahead and sought assurance that it would be planned for 2024.

Councillor Ashton referred to Councillor Doris' proposal and said it was unfair to ask for financial support for one event, as if savings are identified there should be a review and the matter brought to Policy & Resources for approval.

The SD: C&P stated that due to the cancellation of the Continental Market there may be savings but as in the current costs crisis, planned events costs may rise, the monies previously identified may not be available for allocation across the schedule. He concluded that officers could explore options.

The Deputy Chair, Councillor Black asked if Councillor Doris was content to amend her proposal.

Councillor Doris said her original proposal stood as the 10K in Coalisland had previously been a corporate event run by Council, there is savings identified and to gain best impact they would be better allocated to one event than across many. She said she was not asking for the same proportion of funding as previously allocated but it was a good solution.

The Deputy Chair, Councillor Black said whilst he understood her direction of travel a uniform approach was required as it was difficult to cherry pick.

Councillor Ashton proposed a strategic review on the savings.

Councillor Cuddy seconded the proposal stating that officers needed to have the opportunity to review as there were many good events and to select one was unfair.

Councillor Quinn concurred with Councillor Doris and stated they were not asking for all of the identified savings but the 10k was a massive event in Coalisland which attracted 1000s and something should be done to support it.

The Deputy Chair, Councillor Black stated that however the savings were distributed it had to be done in a fair manner.

Councillor Cuddy said he was not against supporting the 10k in Coalisland but currently there was no figures to consider and officers should review.

The Deputy Chair, Councillor Black stated more clarity was needed.

Councillor McNamee said the matter would have to be considered by Policy & Resources committee and he would suggest referring it there.

The Deputy Chair, Councillor Black said the counter proposal was to allow officers to review and bring back a recommendation as to how the savings could be distributed in a fair manner.

Councillor McNamee said it was a decision for Policy & Resources and officers were better placed to review.

The SD: C&P for clarity said there is capacity in the events budget as a result of the contingent market not proceeding this year.. However he said that any allocations to group(s) would need to be considered against our funding criteria. He said Council must operate within its frameworks.

The Deputy Chair, Councillor Black said he was conscious of the SD: C&P's comments.

Councillor Doris said she was content if officers reviewed but said she had identified a possibility for the savings and it made sense for it to go to an event for which funding had been withdrawn. She concluded that in the autumn it could be reassessed but she thought it sensible to fill the gap.

The Deputy Chair, Councillor Black said no one disagreed but it needed to be reviewed and delegated fairly and officers were best placed to assess.

Councillor Doris concurred but reiterated that the 10k event had been pulled from the schedule and her fear was the money would be dispersed with its impact not felt.

The Deputy Chair, Councillor Black said her feelings were clear but it was appropriate for officers to review.

The Deputy Chair Councillor Black summarised the proposal

That it be recommended to Council to delegate authority to Chief Executive/Officers to review savings in the Corporate Events 2023 budget to identify and implement any opportunities for re-profile any budget capacity, considering requirements across remaining corporate events schedule and those events previously included, in a way which is equitable and in line with previously agreed criteria.

Councillor McNamee stated that key events in the past should be considered.

The Deputy Chair, Councillor Black said that officers would take all comments on board and sought a proposer and seconded for the aforementioned proposal.

Proposed by Councillor Doris
Seconded by Councillor McNamee and

Resolved That it be recommended to Council to delegate authority to Chief Executive/Officers to review savings in the Corporate Events 2023 budget to identify and implement any opportunities to re-profile any budget capacity, considering requirements across remaining corporate events

schedule and those events previously included, in an way which is equitable and in line with any previously agreed criteria.

D072/23 Economic Development Report – OBFI

In response to Councillor Corry's query regarding the Town and Village Spruce Up Scheme, the AD: EDT&SP advised that there is currently no plans to deliver a further scheme due to the significant budget reductions as a result of Council's rate setting process. She concluded by stating that officers will continue however, to keep a watching brief for any new funding opportunities and if these become available, further schemes could be considered.

Members noted update on key activities as listed below:

- Mid Ulster Town and Village Business Spruce Up Scheme Phase 4 (2022/2023) Evaluation Report
- Letter of thanks from Network Personnel re ESF Programmes

The Live feed ended at 8.20pm

Local Government (NI) Act 2014 – Confidential Business

Proposed by Councillor Burton
Seconded by Councillor Cuddy

Resolved In accordance with Section 42, Part 1 Schedule 6 of the Local Government Act (NI) 2014 that Members of the public In accordance with Section 42, Part 1 Schedule 6 of the Local Government Act (NI) 2014 that Members of the public be asked to withdraw from the meeting whilst members consider items D073/23 to D074/23.

Matters for Decision

D073/23 Economic Development - CBFD

Matters for Information

D074/23 Confidential Minutes of Development Committee held on
16 March 2023

D075/23 Duration of Meeting

The meeting commenced at 7pm and concluded at 8.42 pm.

Chair _____

Date _____

Annex A – Introductory Remarks from the Chairperson

Good evening and welcome to the Council's [Policy & Resources/Environment/Development] Committee in the Chamber, [Dungannon/Magherafelt] and virtually.

I specifically welcome the public watching us through the Live Broadcast. The Live Broadcast will run for the period of our Open Business but will end just before we move into Confidential Business. I let you know before this happens.

Just some housekeeping before we commence. Can I remind you:-

- If you have joined the meeting remotely please keep your audio on mute unless invited to speak and then turn it off when finished speaking
- Keep your video on at all times, unless you have bandwidth or internet connection issues, where you are advised to try turning your video off
- If you wish to speak please raise your hand in the meeting or on screen and keep raised until observed by an Officer or myself
- Should we need to take a vote this evening I will ask each member to confirm whether they are for or against the proposal or abstaining
- When invited to speak please introduce yourself by name to the meeting
- For any member attending remotely, if you declare an interest in an item, please turn off your video and keep your audio on mute for the duration of the item
- If referring to a specific report please reference the report, page or slide being referred to
- Lastly, I remind the public and press that taking photographs of proceedings or using any means to enable anyone not present to see or hear proceedings, or making a simultaneous oral report of the proceedings are not permitted

Thank you and we will now move to the first item on the agenda

Report on	Regional Public Analyst contract for Environmental Health.
Date of Meeting	15 th June 2023
Reporting Officer	Kieran Gordon, Assistant Director Health, Leisure and Wellbeing
Contact Officers	Melanie Patterson, Environmental Health Service Manager Monica McDonnell, Principal Environmental Health Officer

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report
1.1	To inform members of an extension of the current regional Public Analyst contract with Eurofins Food Testing Ireland Ltd and District Councils for the provision of public analyst services to Council.
2.0	Background
2.1	Article 27 (1) of The Food Safety (Northern Ireland) Order 1991 requires that councils appoint one or more persons (Public Analyst(s) to act as Analyst(s) within the district of the Council.
2.2	Furthermore, the Framework Agreement* (Chapter 2, para 12.8), states that District Councils ensure a Food Analyst is appointed to carry out examinations and analyses of food samples. In making these appointments, all relevant legal requirements and Codes of Practice shall be satisfied. * The Framework Agreement on Official Feed and Food Controls by Local Authorities (Amendment 5 April 2010)
3.0	Main Report
3.1	Previously, in March 2021, members at the Environment Committee approved the award of a regional contract to provide Public Analyst services for the 11 District Council (minute reference E084/21). A regional tender involving the 11 Councils was administered via Belfast City Council Commercial and Procurement Services, and following evaluation, was awarded to Eurofins Food Testing Ireland Ltd for public analyst services.
3.2	A stipulation of the regional tender award was that each Council had to enter into individual contracts with Eurofins. Therefore, approval was obtained in March 2021 for the current Public Analysts for Mid Ulster District Council.
3.3	The contract commenced on 1 st April 2021 for a contract period of 2 years up to 31 st March 2023 with an option to renew for a further 2 years.
3.4	The qualifications required by Analysts are set out in the Food Safety (Sampling and Qualifications) Regulations (NI) 2013. Council has previously appointed the Public Analysts listed, having been satisfied that they fulfil the requirements of the Regulations. In February 2022, an additional Public Analyst was approved.

	<p><u>Currently appointed Public Analysts</u></p> <p>Duncan Kenelm Arthur BSc, MChemA, CChem, MRSC Nigel Kenneth Payne MSc, MChemA, CChem, MRSC Lilian Emma Jane Downie MChem, MChemA, CChem, MRSC Michelle Evans BSc, MChemA, CChem, MRSC Donna Hanks BSc, MChemA, MRSC Mary Butts MSc MChemA MRSC</p>
3.5	The option to renew the contract for a further 2 years has been implemented. This renewal commenced on 1 st April 2023 for a further 2 years up to 31 st March 2025.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: No additional cost - budget is already recognised within Environmental Health revenue budgets for sampling of products.
	Human: Officer time.
	Risk Management: Considered in line with Council policies and procedures.
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None anticipated at this juncture.
	Rural Needs Implications: None anticipated at this juncture.
5.0	Recommendation
5.1	To note the contents of this report and the extension to the regional contract with Eurofins Food Testing Ireland Ltd and District Councils for the provision of public analyst services to Councils, up until 31 st March 2025.
6.0	Documents Attached & References
	N/A

Report on	Affordable Warmth Scheme
Date of Meeting	15th June 2023
Reporting Officer	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
Contact Officer	Leigh Gilmore, Health and Wellbeing Manager

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	x

1.0	Purpose of Report
1.1	To update Members on the notification received from the Department of Communities (DfC) on the Affordable Warmth Scheme.
2.0	Background
2.1	Members may be aware that officers within Council have been delivering the Affordable Warmth service within the Mid Ulster District Council area on behalf of the Department for Communities (DfC) since 2014.
2.2	The Council works in Partnership with the Northern Ireland Housing Executive (NIHE) and DfC to deliver the scheme via a Service Level Agreement (SLA). The Councils role is to identify, assess eligibility and refer to the NIHE any households that would be eligible for the scheme.
2.3	The Affordable Warmth Scheme targets low-income households who experience the effects of fuel poverty and energy inefficiency. It is a targeted scheme aimed at those areas where levels of fuel poverty are highest. The scheme is available to homeowners, those who have their day / life interest in the house and those who privately rent their home. It is not available for tenants living in the social (Housing Executive or housing association) sector.
2.4	Once eligibility checks have been carried out by Council officers, an onwards referral to the NIHE is made and the NIHE subsequently considers and where eligible, provides grant aid to improve energy efficiency measures within the home. From 1 July 2021 the income threshold for the Affordable Warmth Scheme rose to £23,000 and at the same time Disability Living Allowance, Attendance Allowance, Personal Independence Payment and Carer's Allowance was removed from the calculation of income.
2.5	DfC recently wrote to all Councils on the 27 th February 2023 to outline their indicative position regarding spending in 2023/24, that a reasonable planning assumption for the Affordable Warmth Scheme for 2023/24 was a capital budget of £16m and with a request to consider, sign and return the SLA for the period April 2023 – March 2024.
2.6	DfC also noted at this point that further correspondence will be issued once the budget for the full 2023/24 year has been confirmed and they further advised that the Department was drafting an addendum to the current Business Case to allow the Scheme to run from April 2024 – March 2026 and will seek to provide information at the earliest opportunity.

2.7	In March 2023, Members at the Development Committee considered this request and gave approval to sign and return the SLA.
3.0	Main Report
3.1	On the 1 st of June 2023 the Director of Housing Supply Policy for DfC wrote to all Council Chief Executives informing them of their position on the Affordable Warmth Scheme (enclosed with Appendix A).
3.2	The reduction of fuel poverty is an element of the Council's Poverty Plan and as such the Affordable Warmth service was an important programme element along with Home Safety, Energy Efficiency Advisory Service (both supported with funding via the Public Health Agency) and also the Council's Fuel Stamp Scheme.
3.3	Where applicants or previous applicants did not meet the entry criteria for the Affordable Warmth scheme, officers signposted them to other fuel poverty assistance schemes such as the Housing Executive Boiler Replacement Allowance, the Northern Ireland Energy Advice Line and the Northern Ireland Sustainable Energy Programme all which are under review.
3.4	Council currently allocate one full time officer to the Affordable Warmth scheme and expenditure costs were anticipated to be on a full cost recovery basis should Council achieve the capped referral targets per month.
3.5	The decision to end of targeting signals the end of all Councils involvement in the Affordable Warmth Scheme on the 31 st August 2023 with the NIHE taking on sole responsibility.
3.6	Furthermore, Members may recall that this scheme uses a software system that enables the Affordable Warmth Officers to identify addresses on a designated target list, complete and capture survey data, upload survey data to the Northern Ireland Housing Executive (NIHE) via a portal for further processing by NIHE. Since the system development, Mid Ulster District Council have acted as a single point of contact for Tascomi/Idox which ensures a single point of contact for the software provider. Part of this role includes arranging the overall annual payment of the annual support and maintenance costs on behalf of all 10 Councils who use the software – Mid Ulster District Council then seek to claim relevant costs from the other 9 Council's for their financial contribution towards the software system. Previously in March 2023, Members at the Development Committee resolved to approve this arrangement for the period April 2023 – March 2024 based on the correspondence received from DfC as outlined in section 2.5 and 2.6 of this report. Invoices were therefore raised to seek to recoup contributing costs from the other 9 councils. Council officers are currently engaging with the software provider to mitigate any unnecessary risks and expenditure associated with this recent decision by DfC.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	<p>Financial:</p> <p>Loss of incoming grant funding to Council in the region of £40k (this may be cost neutral to Council as this scheme was run on a full cost recovery basis).</p>

	Human: Council's Human Resources Department engagement required for consultations with affected staff member(s).
	Risk Management: Considered in line with Council Policies and Procedures.
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: Considered in line with Council Policies and Procedures.
	Rural Needs Implications: Considered in line with Council Policies and Procedures.
5.0	Recommendation(s)
5.1	To note the contents of this report.
6.0	Documents Attached & References
6.1	Appendix A: Correspondence from the Department of Communities



From: David Polley
Director of Housing Supply Policy

Level 3
Causeway Exchange
1-7 Bedford Street
Belfast
BT2 7EG

Telephone: (028) 90 515286
e-mail: David.Polley@communities-ni.gov.uk

Date: 01 June 2023

To: All Northern Ireland Council Chief Executives, via email

Dear Chief Executives

AFFORDABLE WARMTH SCHEME, ENDING TARGETING

I am writing to issue formal notification that the Department has decided to remove targeting from the Affordable Warmth Scheme (AWS). I am therefore providing 3 months' notice, as set out in the Service Level Agreement, that the Scheme will change from 1 September 2023, when full delivery will be taken over by the Northern Ireland Housing Executive (NIHE) as a single scheme operator and targeting through local councils will end.

This has been a very difficult decision for the Department to take. Both the capital and resource budget for the AWS 23/24 are under severe pressure – with capital being reduced by 12.5% and resource by 5%. The budget Equality Impact Assessment, launched on the 10 May, highlighted that a reduction in budget could lead to the closure of the Affordable Warmth Scheme, which would significantly impact those people living in fuel poverty at this time of high energy prices. Therefore, this decision has been made to reduce the cost of delivering the Scheme in order to remove the risk of Scheme closure.

The NIHE is developing processes to receive applications from September and the Department will liaise closely with council officials as this work progresses. In the meantime, the Department is maintaining its ask of 20 referrals per month over the notice period. Councils will be reimbursed for this in the normal manner.



I met with your senior officer to give them advance notice of this decision on 30 May. We will, of course, continue this intense collaboration and consultation with council and NIHE officials on transitional arrangements, including a robust communication plan to facilitate the move to the NIHE. We are committed to maintaining a 'worst first' approach and we will ensure that this change to scheme delivery is communicated in a way that is easily understood.

I would like to thank councils for your substantial contribution to the Affordable Warmth Scheme. With your assistance the Scheme has helped just over 26,000 households with over 47,000 energy efficiency measures installed to date. We look forward to engaging with you in the near future as we develop proposals for an energy efficiency scheme to replace the AWS.

Yours sincerely,

DAVID POLLEY

Director of Housing Supply Policy



From: Adrian Boyce
Head of Affordable Warmth and Energy

Level 3
Causeway Exchange
1-7 Bedford Street
Belfast
BT2 7EG

Telephone: (028) 9082 9046
e-mail: Adrian.Boyce@communities-ni.gov.uk
Date: 16 June 2023

Dear Senior Officials

Affordable Warmth Scheme

At our meeting of 30 May 2023, the Department advised it would provide you with further details to share with your committees and staff in relation to the changes to the Affordable Warmth Scheme (AWS). I will also provide information on further queries made following the meeting to ensure consistent communications.

Context

The decision to remove targeting and therefore council involvement from the AWS has been approved by the Permanent Secretary under the Executive Formation and Exercise of Functions Act.

This has been a very difficult decision for the Department to take, following the impact of the 2023-24 budget allocations. The impact on public services included a severe pressure on both the AWS 2023/24 capital and resource budgets with capital reduced by 12.5% and resource reduced by 5%.

The Departments budget 2023-24 Equality Impact Assessment (EQIA), launched on the 10 May 2023 and the consultation period is currently underway. Interested parties are encouraged to make responses up to 2nd August at [EQIA on DfC Budget for 2023-24 - NI Direct - Citizen Space](#). The EQIA detailed the potential savings measures, which would allow the Department to live within its Budget allocation including the closure of the AWS.

Any proposal to close the scheme would significantly impact those people living in fuel poverty, in particular vulnerable, low-income households. Therefore, the decision to remove targeting has been made to mitigate against the risk of closure and make the Scheme more resilient.



Additionally, the requirement within the SLA of two months' notice of a change to the referral rate, and the potential difficulties for councils as a result these changes (in terms of funding and staffing levels) also acts as a constraint on the Department's ability to scale (up or down) capital expenditure.

The Department is also aware that in recent years councils are increasingly having to subsidise AWS activity from their own resources. One council withdrew from the Scheme in 2019, with a second announcing its intention to withdraw from the Scheme in July this year. Uncertainties over the budget for this year and beyond poses the possibility of other councils taking similar action, leaving the Scheme at risk of collapse.

Recognition

The Department would like to thank councils for their substantial contribution to the AWS, with your partnership directly helping over 26,000 households with the installation of over 47,000 energy efficiency measures in these properties to date.

The Department would also like to acknowledge the work of council staff since the scheme was introduced in September 2014 and their work to promote energy efficiency and reduce the effects of fuel poverty in their council areas.

Next Steps and queries

From 1 September 2023 the Northern Ireland Housing Executive (NIHE) will act as the single delivery provider for the AWS. As part of their proposal NIHE will also confirm the contact details for the Scheme going forward. My team are currently liaising with NIHE on the details and further communication will be made as soon as possible.

With regards to Transfer of Undertakings (Protection of Employment) [TUPE], the Department's understanding is that no function is transferring from councils to the NIHE as the basis of the Scheme is changing to an application-based Scheme. Therefore, TUPE would not apply in this case. However, as NIHE are developing their proposal to deliver the AWS, they will be confirming the position regarding TUPE.

The Department are committed to maintaining a 'worst first' approach and will ensure that this change to scheme delivery, is communicated in a way that is easily understood by future applicants.

The Department also looks forward to engaging with councils in the near future, as it develops proposals for an energy efficiency scheme to replace the AWS.

I hope that you find this information useful.



Yours sincerely,

Adrian Boyce
Head of Affordable Warmth and Energy

Report on	Food Service Plan for 2023/2024
Date of Meeting	15 th June 2023
Reporting Officer	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
Contact Officer	Melanie Patterson, Environmental Health Service Manager Monica McDonnell, Principal Environmental Health Officer

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	x

1.0	Purpose of Report
1.1	To update Members on Environmental Health's Food Service Plan 2023/2024.
2.0	Background
2.1	The Food Standards Agency (FSA) requires each competent authority to have an up-to-date, documented Food Service Plan, which is a requirement of their audit processes, and that it is readily available to food business operators (FBOs) and consumers. The plan must be subject to regular review and clearly state the period of time during which the plan has effect.
2.2	The plan must cover all areas of food law that the competent authority has a duty to enforce and set out how it intends to deliver official controls within its area.
2.3	The FSA requires Competent Authority to have regard to any advice issued by FSA in Northern Ireland when drafting the Food Service Plan.
2.4	Last year's Food Service Plan accounted for the FSA's Local Authority Recovery Plan due to the COVID-19 pandemic. The recovery plan was implemented during the period from 1 st July 2021 to 31 st March 2023.
2.5	<p>From 1st April 2023, the FSA's advised that Local Authorities should be planning to:</p> <ul style="list-style-type: none"> • Carry out due interventions for establishments that are back in the routine programme of interventions in accordance with the frequencies set out in the Food Law Code of Practice (the Code). • Work towards realigning with the provisions set out in the Code, from 1 April 2023, using the full range of flexibilities already offered by the Code. • Continue to exercise a risk-based approach to the requirements set out in the Code based on available resource.

3.0	Main Report
3.1	The Food Standards Agency's 'Framework Agreement on Local Authority Law Enforcement' sets out what the FSA expects from local authorities in their delivery of official controls on feed and food law, based on the existing statutory Codes of Practice.
3.2	<p>Therefore, the Environmental Health Service's Food Service Plan for 2023/2024 has been developed in order to meet the requirements outlined in the Framework Agreement. The Plan covers in detail:</p> <ul style="list-style-type: none"> • The aims and objectives of the food service, • The profile of the council, including the organisational structure and the scope of the service provided, • The ways in which the service will be delivered and the targets for its delivery, • The human and financial resources involved in providing the service, • The ways in which the quality of the service will be monitored and improved upon, • The ways in which the service will be reviewed and improved upon.
3.3	The Food Service Plan also includes a review of the delivery of the food service during the period April 2022 – March 2023.
3.4	The FSA provides core grant funding to the Environmental Health Service which is ring-fenced for food safety and standards delivery functions. The grant for 2023/2024 has been increased in recognition of not only the key work District Councils continue to undertake to deliver food official controls, but also the wider participation and valuable contribution made by District Council representatives to FSA working groups, to the programmes of change led by the FSA, and to wider collaborative programmes concerning dietary health.
3.5	<p>Therefore, the Food Service Plan 2023-2024 includes a commitment to our ongoing engagement with the FSA to deliver FSA priorities, including:</p> <ul style="list-style-type: none"> • Delivery of food official controls (including District Council legal obligations to implement food sampling, including any new EU sampling requirements), • Realignment with the Food Law Code of Practice, as soon as possible, including documented and approved service plans, • Implementation of the new Food Standards Delivery Model, • Adoption and implementation of the Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2022 (dependent on timing and a functioning NI Executive.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	<p>Financial: As detailed in Food Service Plan. Annual incoming grant contribution of £155,179.16 from the FSA for 2023/2024 which reflects an increase from 2022/2023 of £16,160.62. Grant amount may vary on an annual basis and subject to change. Considered as part of MUDC annual rates estimates process – additional increase in grant will be utilised via the recruitment of an additional temporary District Environmental Health Officer until 31st March 2024 as per section 4.1 of the plan.</p>
	Human: Officer time.
	Risk Management: Considered in line with relevant Council policies and procedures.

4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None anticipated at this juncture.
	Rural Needs Implications: None anticipated at this juncture.
5.0	Recommendation(s)
5.1	To note the contents of this report.
6.0	Documents Attached & References
6.1	Appendix A: Food Service Plan April 2023– March 2024 for Mid Ulster District Council's Environmental Health Department.



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Mid Ulster District Council

Food Service Plan

April 2023 – March 2024

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Foreword

This Plan sets out Mid Ulster District Council's Food Service Delivery priorities for the coming twelve months. The plan is developed in order to meet the requirements of the "Food Standards Agency's Framework Agreement on Local Authority Food Law Enforcement" and covers in detail:

- The Food Service Aims and Objectives
- The profile of the Council, including the organisational structure and the scope of the services provided
- The ways in which the service will be delivered and the targets for its delivery
- The human and financial resources involved in providing the service
- The ways in which the quality of the service will be monitored and improved upon
- The ways in which the service will be reviewed and improved upon

The Food Service takes account of the principles of the Government's Better Regulation agenda when planning and delivering these services; these include:

- Targeting
- Proportionality
- Accountability
- Consistency
- Transparency

1.0 Service Aims and Objectives

1.1 Aims and Objectives

The Food Service delivered on behalf of the Council aims to:-

- Reduce the risk to consumers by striving to ensure that all food produced, manufactured, processed, imported or sold within the district is fit for human consumption, is of genuine quality and composition, correctly labelled and free from contamination.

The overarching objectives of the Food Service are:

- To achieve our aim through helping food businesses deliver products which are safe and are produced from premises, which are hygienic and properly controlled.
- To provide information to consumers to help them make informed choices about what and where to eat, through education and promotion.

1.2 Links to the Corporate Objectives and Plans

The objectives of the Food Service are in harmony with the goals and objectives of the Community and Place departmental service plan and Mid Ulster District Council's corporate plan. In the delivery of the Food Service, officers strive to take into account the Council's vision, values and corporate themes.

The Council's vision is:

'Mid Ulster District Council aspires to be at the heart of our community.'

The Council's values are at the core of what is done and these values guide how services are delivered. The Council values are:

- **Citizen and Customer-focused:** designing and delivering our services in response to and around the needs of our customers and within our resources
- **Respect:** Treating each other, our customers and our stakeholders in the same considerate way that we wish to be treated ourselves.
- **Excellence:** Striving to excel in every aspect of our work, being accountable for and delivering the best value for money services.
- **Trustworthy:** Working for our communities in a spirit of friendliness and openness by delivering fair, transparent, equitable and ethical service to all customers.
- **Innovative:** New and better ways of doing what we do.
- **Inclusive:** Creating a culture that values, supports and celebrates diversity to the benefit of the organisation and the people we serve.

The Council's Corporate Themes are:

- Delivering for Our People
- Creating Growth
- Sustaining our Environment
- Building Unity

Links are drawn with the Food Standards Agency 'Food you can trust' Strategic Plan 2022-2027. The FSA's vision is that:

'Food is safe. Food is what it says it is. Food is healthier and more sustainable.'

This Food Service Plan includes areas which demonstrate how the Food Service actively contributes to and assists in meeting the key aims of the Food Standards Agency's Strategic Plan.

The Food Service will engage, as appropriate, in the Department of Health, Social Services and Public Safety (DHSSPS) Strategic Framework for Public Health 2013-2023, 'Making Life Better', regarding input in respect of health and well-being issues.

2.0 Background

2.1 Profile of the District

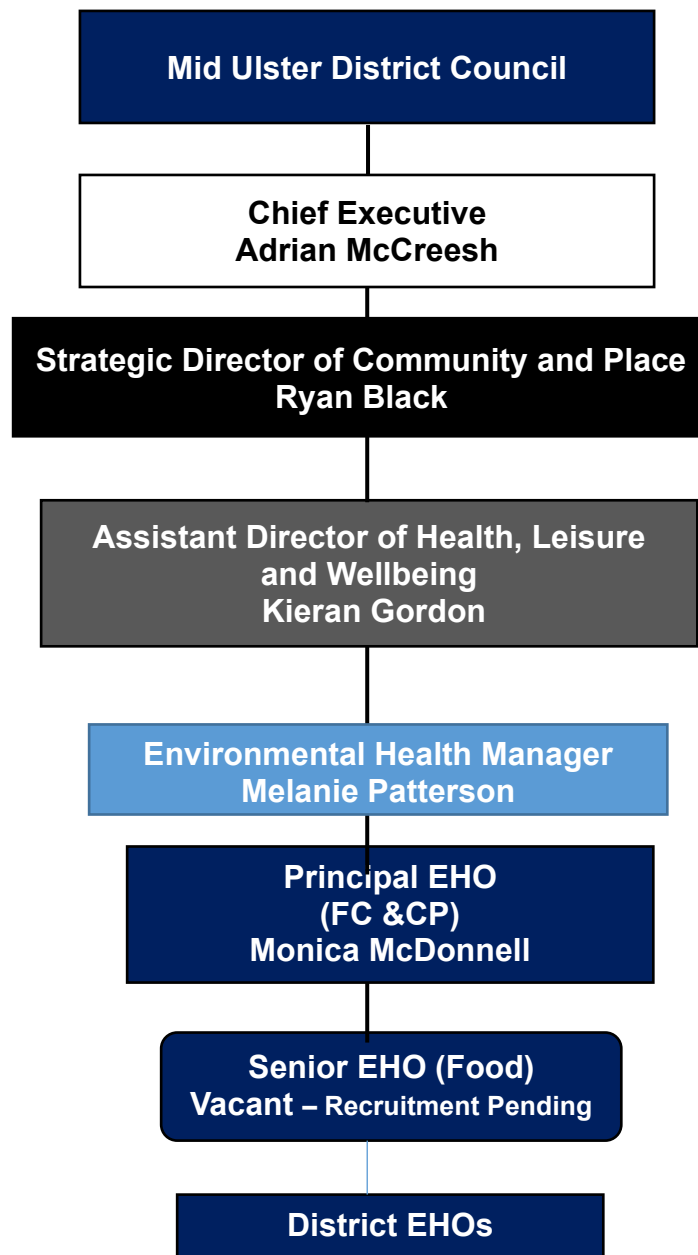
Mid Ulster District Council straddles two counties, running from Swatragh in the north to Fivemiletown in the south and from the Sperrin Mountains in the west to the shores of Lough Neagh in the east. The area is represented by 40 councillors across 7 District Electoral Areas including Carntogher, Clogher Valley, Cookstown, Dungannon, Magherafelt, Moyola and Torrent. Offices are located at Cookstown, Dungannon and Magherafelt.

As the seventh largest of the eleven Council areas, Mid Ulster District Council covers a geographical area of 1714km² and serves a population of over 148,500, accounting for 7.6% of the Northern Ireland population. (*Source: NISRA Estimated Population 2020*)

One third of the residents live in urban areas, whilst two thirds inhabit rural areas. The main towns are Cookstown, Coalisland, Dungannon, Magherafelt and Maghera.

Outside of the public administration, education and health sectors, employment concentrates on manufacturing, engineering, construction and agri-food industries. A total of 75% of the population aged between 16 to 64 are economically active (*Source: NISRA Labour Force Survey 2019*). Mid Ulster District Council will seek to avail of every opportunity to positively contribute towards everyone's quality of life.

2.2 Organisational Structure



The Strategic Director of Communities and Place has delegated authority on behalf of the Council for a range of functions, as per the Mid Ulster District Council's approved Scheme of Delegation.

The Assistant Director of Health, Leisure and Wellbeing reports relevant food service issues to the Council via the Development Committee.

2.3 Scope of the Food Service

The Food Service covers a range of legislative and advisory functions all of which are undertaken by staff employed directly by Mid Ulster District Council. Our duties are carried out in accordance with the Food Law Code of Practice, Food Law Practice Guidance and Council Policies and Procedures. Food Service activities are either planned or reactive.

Planned	Reactive
<ul style="list-style-type: none">◆ Food Hygiene Interventions◆ Food Standards Interventions◆ Food sampling (microbiological, compositional and labelling)◆ Water sampling on behalf of DWI◆ Health Promotion activities◆ Partnerships◆ Student training◆ Alternative Enforcement Strategy◆ Service management◆ Training	<ul style="list-style-type: none">◆ Food/Water borne illness◆ Food Complaints◆ Requests for service/advice◆ Food Alerts/Incidents◆ Consultations◆ Liaison with other organisations◆ Service requests◆ Reactive Health Promotion◆ Reactive revisit requests/appeals under the FHRS◆ Comments on building control applications◆ Advice on Proposed New Premises

Food Hygiene interventions are generally carried out on their own, but low risk premises may be inspected in conjunction with Food Standards and targeted promotional initiatives. Food inspections also encompass checks in relation to premises remaining smoke free (under smoke free legislation introduced in 2007). In line with Environmental Health Northern Ireland (EHNI) vision, food officers should embrace health, well-being and sustainability. New premises are registered for Health & Safety as well as food.

2.4 Demands on the Food Service

2.4.1 Establishment Profile

Mid Ulster District Council has food enforcement responsibility for 1841 food premises.

The food premises fall into the following categories: -

Category Breakdown	Number of Premises	Percentage of Total Premises
Primary Producers	62	3.3
Manufacturers/Packers	140	7.6
Importers/Exporters	2	0.1
Distributors/Transporters	57	3
Retailers	318	17
Restaurants and Caterers	1262	69
Total	1841	100

2.4.2 Approved and Registered Premises

Of the 1841 food premises in the Council area, 1817 are registered with the department as required under Regulation (EC) No 852/2004, whilst the remaining 24 premises are approved, as required under Regulation (EC) No 853/2004.

2.4.2.1 Approved Premises

Regulation (EC) No. 853/2004 requires that food business establishments handling food of animal origin, with some limited exceptions, be approved by the Competent Authority. Depending on the type of activity undertaken at the establishment, responsibility for monitoring and verifying compliance with the Regulations, and enforcement of them, will fall to either DAERA (on behalf of the FSA) or to District Councils.

The following table provides a breakdown of the number of each approved product specific establishment within Mid Ulster District Council area. These premises, due to the nature of the processes and activities, require additional time spend compared to other non-approved premises. This is outlined in the following table:

	Total No of premises	Task time	Total hours
Meat Products	8	25	200
Meat Preparations	1	25	25

Dairy Products	2	25	50
Egg Products	1	25	25
Fishery Products	3	25	75
Edible Co-Products	2	25	50
Cold Stores	6	25	150
Sprouted Seeds	1	25	25

Where premises are approved for more than one product; the above figures relate to the product with the largest percentage of output from the premises. There are currently two pending approvals being processed by the Environmental Health department.

2.4.2.2 Home Authority Premises (excluding EC)

As well as Approved Premises, the Council has a number of manufacturers and packers for which they act as Home Authority, providing additional advice and guidance on legislative requirements.

	Total	Task time	Total hours
Non Approved Medium to Large Manufacturers	51	10	510

2.4.2.3 Local Specialist/Complex Processes

A number of large scale manufacturing premises are located within the District, exporting product worldwide.

Where necessary, queries on specialist or complex processes are directed to the Northern Ireland Food Managers Group (NIFMG) or the Northern Ireland Approvals Forum for opinion to ensure competent and consistent enforcement of legislation. Advice may also be sought from other external agencies as necessary.

2.4.2.4 Imported Foods

The Mid Ulster District Council area does not have a point of entry (PoE) or Border Control Post (BCP). However, as an inland authority, the Environmental Health department has responsibility for checking imported food, where it is found inland, to verify that the required official controls have taken place at the point of import. When discovered inland, (e.g.) at retail premises, catering premises or market stalls, illegally imported product of animal origin (POAO) and high risk food not of animal origin (HRFNAO) is the responsibility of the inland authority. Therefore, the required verification and investigation steps, as well as any enforcement action, will be taken by the Environmental Health department. Such circumstances may include where:

- Imported food not of animal origin (FNAO) does not comply with food law or fails to meet food safety requirements.
- Products of Animal Origin (POAO) have been brought into Northern Ireland other than through a Border Control Post (BCP).
- POAO have been removed from border inspection post without a Common Health Entry Document (CHED) or the authority of the official veterinary surgeon.
- POAO have been transported from the border inspection post to a destination other than that specified on the Common Health Entry Document.

2.4.3 Service Delivery Points

The service is available from Monday to Friday inclusive from 0900hrs to 1700hrs at the three offices of Mid Ulster District Council. The addresses of these offices are:

Cookstown Office - Burn Road, Cookstown, BT80 8DT

Dungannon Office - Circular Road, Dungannon, BT71 6DT

Magherafelt Office - Ballyronan Rd, Magherafelt, BT45 6EN

During the hours outlined above, officers can be accessed by telephoning **03000 132 132** or by direct access e-mail. The Environmental Health email address is environmentalhealth@midulstercouncil.org.

Planned out of hours work is carried out as agreed by the Assistant Director of Health, Leisure and Wellbeing. The Department currently does not operate an out of hours service.

2.4.4 Specialist Services

Mid Ulster District Council avails of the following external services:

- Public Health laboratory Services (PHLS)
- Department of Agriculture, Environment and Rural Affairs (DAERA)
- Eurofins Food Ireland Testing Ltd Public Health Agency (PHA)
- Food Standards Agency (FSA)
- Northern Ireland Water (NIW)
- *safefood*
- Education Authority
- NIFMG and associated subgroups
- NIEA – Drinking Water Inspectorate

2.4.5 Factors likely to impact on Food Service Delivery

Current issues that may impact on the demands of the service in the forthcoming year are:

- Continued work on allergen management within businesses following the introduction of legislation, in October 2021, relating to foods sold as prepacked for direct sale (PPDS).

- The FSA's ongoing review on the modernisation of the Food Hygiene and Food Standards delivery models, which are focused on how food businesses are regulated as part of their Achieving Business Compliance (ABC) programme.
- The anticipated implementation of the new Food Standards Delivery Model.
- Meet ongoing training and competency demands particularly in relation to review or introduction of legislation, the Food Law Code of Practice, the Food Hygiene Rating Scheme and FSA Competency Framework.
- Adoption and implementation of the Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2022 (dependent on timing and a functioning NI Executive).

2.5 Enforcement Policy

The Council has adopted a Generic Regulatory and Enforcement Policy, which has an appendix specific to Food Law enforcement issues. Food businesses and the general public can access the Enforcement Policy on request to the environmental health department.

3.0 Service Delivery

3.1 Programmed Interventions

During the COVID-19 pandemic, the food service followed the approach set out in the FSA's Covid-19 Local Authority Recovery Plan as required by the FSA.

This year's food service delivery plan sets out priorities for the food team in line with the Food Standards Agency's intention for Local Authorities to stop following the Covid-19 Local Authority Recovery Plan, from the 31st of March 2023, and to return to delivery of the service back to pre-pandemic levels.

From 1st April 2023, the FSA's advice is that local authorities should be planning to:

- Carry out due interventions for establishments that are back in the routine programme of interventions in accordance with the frequencies set out in the Food Law Code of Practice (the Code).
- Work towards realigning with the provisions set out in the Code from 1 April 2023 using the full range of flexibilities already offered by the Code.
- Continue to exercise a risk-based approach to the requirements set out in the Code based on available resource. Please note, services should be resourced to ensure they can meet the requirements of the Code.

Due to the pandemic, there is a backlog of inspections. This backlog has, and continues to be, prioritised and allocated in line with available resource within the food team.

Additionally, all food hygiene and food standards interventions carried out will assess compliance with the Food Hygiene Regulations (NI) 2006, The Official Feed and Food Controls Regulations (NI) 2009, The Food Safety (NI) Order 1991, and EC Regulations as appropriate.

New premises that open within the district throughout the year will be registered or, where necessary, approved under Regulation (EC) No 853.

All food interventions will be conducted according to the following policies:

- Mid Ulster District Council Regulatory and Enforcement Policy
- Enforcement Concordat
- Home Authority Principle/Primary Authority
- The Statutory Food Hygiene Rating Scheme Guidance for District Councils

Interventions are defined as *activities that are designed to monitor, support and increase food law compliance within a food establishment*. Interventions can be divided into two categories - 'official controls' and 'other interventions'.

Official Controls include:

Inspections – full or partial; audits; sampling visits; monitoring visits; surveillance visits; verification visits.

Other interventions (unofficial controls) include:

Education; advice; coaching; information and intelligence gathering.

3.1.1 Food Hygiene

The following inspections are *planned* for the period of 1st April 2023- 31st March 2024:

Risk Category	Planned Interventions	Task Time (hrs)	Total Hours
A	0	7	0
B	36	6	216
C	123	5	615
D	137	4	548
E	44	2	88

The following planned inspections are *outstanding* up to 1st April 2023:

Risk Category	Planned Interventions	Task Time (hrs)	Total Hours
A	0	7	0
B	0	6	0
C	3	5	15
D	186	4	744
E	306	2	612
Unrated	5	4	20

The majority of due and overdue interventions above will be carried out as inspections as these are businesses which would be included within the scope of the statutory FHRS. However, due to the flexibility provided in the COP, lower risk establishments may receive an intervention other than inspection. These visits may be any of the official controls listed in the above table, and may take the form of an alternative enforcement strategy e.g. information gathering via questionnaires. This approach would be taken with lower risk establishments which are not included in the statutory FHRS e.g. childminders, pharmacies etc.

3.1.2 Food Standards

The following FS inspections are *planned* from 1st April 2023- 31st March 2024:

Risk Category	Planned Interventions	Task Time (hrs)	Total Hours
A	7	7	49
B	63	5	315
C	202	2	404
Unrated	10	2	20

The following FS planned inspections are *outstanding* up to 1st April 2023:

Risk Category	Planned Interventions	Task Time (hrs)	Total Hours
A	0	7	0
B	38	5	190
C	257	2	514
Unrated	10	2	20

There is a category of businesses considered to be 'outside the programme'. This includes businesses where the risk is considered to be so low that there is effectively no inspectable risk, or where a mobile food unit is registered in the district but trades in other Council area(s) and where the Council is responsible for managing the Food Hygiene Rating for the business. Businesses such as primary producers which are outside the programme for food hygiene but included for food standards are also included in this category.

The number of inspections for premises outside the programme (based on 2022/2023 figures) is as outlined below:

Risk Category	Planned Interventions	Task Time (hrs)	Total Hours
Outside the programme	3	1	3

3.1.3 Revisits

Revisits may be required for a number of reasons:

- Compliance monitoring following a programmed intervention,
- Revisit following submission of a Request for Revisit form under Food Hygiene Rating Scheme,
- Other revisit not related to the above.

The number of planned revisits under each category for food hygiene and food standards (based on figures from 2022/2023) are outlined in the table below:

	Planned Interventions	Task Time	Total Hours
FHRV	28	2	56
FHRSRV	7	2	14
FSRV	34	2	68
FHO (including complaint and advisory visits)	30	2	60

3.1.4 Sampling

The Council undertakes routine sampling in accordance with the Food Law Code of Practice (Northern Ireland) and the Council's Chemical and Microbiological Sampling Programmes. Follow up action in response to unsatisfactory sample results are contained within the sampling programmes.

The Public Health Laboratory at Belfast City Hospital will complete microbiological examination of food samples. The Public Analyst appointed by the Council to carry out chemical analysis of food samples is Eurofins Food Ireland Testing Ltd, with a registered address of Clogherane, Dungarvan, Co. Waterford, X35 T628.

The Council also undertakes water sampling on behalf of the Drinking Water Inspectorate. This programme of sampling includes food businesses using private water supplies.

The estimated number of samples is outlined in the following table:

	Planned Interventions	Task Time (hrs)	Total Hours
Microbiological Sampling	408	1.0	408
DWI	25	4.0	100
Chemical Sampling	203	2.5	507.5

It may be necessary to submit additional samples or swabs as part of complaint investigations or in the investigation of foodborne illness. The chemical sampling undertaken will include contaminants in food sampling, as required from 1st January 2023 under Regulation (EU) 2022/931.

3.2 Reactive Work

Reactive work includes:

- Responding to requests for service from members of the public, businesses, other council departments and other government agencies.
- Enforcement in the case of non-compliance, managing food incidents and food hazards, and investigating and managing complaints.
- Any follow-up sampling required in relation to our sampling programme, and in relation to the FSA Surveillance Sampling Programme.
- Ongoing proactive surveillance to obtain an accurate picture of the local business landscape and identify open/closed/recently re-opened/new businesses; as well as businesses where there has been a change of operation, activities or Food Business Operator (FBO).
- New businesses registration and follow up prioritised and undertaken in accordance with the Codes of Practice.

- Investigation of confirmed and alleged infectious diseases on behalf of the PHA.

3.2.1 New Businesses

Throughout the year a number of businesses change ownership and new businesses open. This requires a new premises inspection to be completed within 28 days of opening. The number of new premises registrations, based on those for 2022/2023, is outlined in the table below:

	New and Advisory Visits	Task Time (hrs)	Total Hours
New Premises Inspections	153	3	459

3.2.2 Food Complaints

Food complaints will be investigated according to the food complaints procedure. The estimated number of complaints for the 2023/2024 year is outlined below (based on figures for 2022/2023). On occasion, requests will be received from another Council area for a Home Authority report to assist with a food complaint investigation. This is considered under Section 2.4.2.2 on Home Authority premises.

	Complaints	Task Time	Total Hours
Food hygiene & Food standards	58	8	464

3.2.3 Issues notified via FSA Incidents Team

The Council will respond to alerts and incidents in accordance with the Food Law Code of Practice (Northern Ireland) and the Food Alerts Procedure. The estimated number of alerts for the 2023/2024 year is outlined below (based on figures for 2022/2023). Other notified issues will be considered by the Principal Food Officer and actioned where necessary.

	Number	Task Time	Total Hours
Food Alerts/Localised Food Incidents	10	5	50

3.2.4 Food Related Illness and Infectious Disease

The Council completes investigations, alleged and confirmed, on behalf of the Public Health Agency for Infectious Disease Notifications through the completion of questionnaires and follow up action with implicated food businesses as necessary. The estimated number of food related illness for the 2023/2024 year is outlined below (based on figures for 2022/2023).

	Estimated Interventions	Task Time (hrs)	Total Hours
Sporadic Investigations including ID notifications from Public Health Agency	99	4	396
Outbreak Investigations	0	20	0

3.2.5 Service Requests

Queries from consumers, business owners and potential business owners, other Council departments, external organisations and Freedom of Information requests are received and responded to throughout the year. The estimated number of food related service requests for the 2023/2024 year is outlined below (based on figures for 2022/2023):

	Estimated No of service requests	Task Time (hrs)	Total Hours
Requests for food related service/advice	683	2	1366

3.3 Enforcement Action

Follow up enforcement action may be required as a result of either programmed or reactive work which involves additional officer time. Whilst it is not possible to predict how often each enforcement action will be required for 2023/2024, the estimated time spend for each type of enforcement action is outlined in the following table (based on 2022/2023 figures for some):

	Follow Up Action	Task Time Hrs/premises	Total Hours
Hygiene Improvement Notice	0	2	0
Hygiene Emergency Prohibition Notice	0	14	0
Caution (Based on 2022/2023)	1	10	10
Voluntary Closure	1	4	4
Voluntary Surrender (Based on 2022/2023)	1	6	6
Detention Notice	0	4	0

Remedial Action Notice	0	2	0
Prosecution/ legal file preparation	1	40	40

3.4 Food Safety and Standards Promotion

Throughout the year the Council participates in promotional campaigns in partnership with the Food Standards Agency, other Council departments and external partners to deliver promotional messages through various projects, including:

Promotional Activity	Total Hours
Highlighting food safety messages via social media channels (e.g.) food safety week; Christmas campaign; street parties	20
Presentations to Schools / Community Groups	25
Promotion of calorie wise/MenuCal	40

3.5 Additional Resource Requirements

In addition to delivery of the inspection programme a number of administrative and management duties must be completed for the delivery of the service. These are outlined in the following table (not an exhaustive list).

Additional Resource Requirements	Total Hours
Food Hygiene Rating Scheme including database/portal management, consistency training, weeks of action etc.	180
Food Hygiene Rating Scheme Appeals / Right to Reply	20
FSA monitoring Return and quarterly 'temperature checks'	300
KPI performance statistics Unit Plan	100
Food Service Plan	60
Preparation of papers for the Environment Committee	100

Sample Plans	50
Advising/preparing for PACE interviews, preparation of legal files	200
Freedom of Information Requests	150
Food Officers CPD Personal Development/Competency Framework/Internal Monitoring	400
MUDC updating of policies/procedures/forms etc.	100
Representation at NIFMG, NI Approvals Forum, Food Standards and Food Fraud Subgroup, Food and Nutrition Subgroup and similar steering groups	200
Food Management – staff review and recruitment	100
Participation in regional work plan initiatives (e.g.) CBD product premises survey; food and nutrition surveys	400
Involvement with EU Exit/The Windsor Framework work streams (attendance at FIEPH meetings)	400
Preparation of consultation responses (FSA/DAERA)	100

4.0 Financial Allocation

A Generic Costs Framework for Food Safety is utilised to derive direct and support costs for delivery of the Food Function, in accordance with standard accounting practice. The estimated level of expenditure provided by the Council towards delivery of the food service for the financial year 2023/2024 is as outlined in the table below:

	Total
Staffing	394,996.30
Travel and Subsistence	10,239.00
Sampling Budget	17,000.00
Total	422,235.30

4.1 Staffing Allocation

Officer	Total
PEHO	0.4
SEHO	1.0 (vacant)
DEHO	5.9
Support Staff	N/A
Clerical Staff	1.0
Total EHO Business Support Officer	7.3 1.0

The total number of estimated Environmental Health Officer hours required to deliver the food service for 2023/2024 as outlined in this plan is **12436.5** hours. This equates to **8.86** full time equivalent environmental health officers (based on 1403 hours per FTE). This does not account for time spend on corporate training or (e.g.) unexpected leave; nor does it reflect that while the allocation of EHO resource above is **7.3** FTE, the food team operated with vacant posts equivalent to 1.7 FTE officers for 2022/2023. A deficit of 1.0 FTE remains due to a maternity cover which has not been filled due to an ongoing restructure within the department. To deliver the food service for 2023/2024 as outlined above, there is a current shortfall of **1.5** FTE officers. Therefore, delivery of the food service, as outlined in this plan, will be continually monitored and reviewed to ensure priority is given to food service delivery

on a risk-based approach and based on available staffing resources at any given point in time.

4.2 Staff Development Plan

All staff within the Food Section are encouraged to identify training needs via the competency framework and in conjunction with the Principal and Senior EHOs (Food and Consumer Protection) on an annual basis at their PDP meetings. These needs are recorded and prioritised when requested for training needs on a regional basis by FSA via Northern Ireland Food Managers Group.

All lead and authorised officers are required to undertake at least 20 hours of Continuing Professional Development each year. Food Officers are required to complete at least 10 core hours in food training.

In addition training needs may arise outside the annual review due to changing workloads, staff movement and legislation. Such additional training needs may be accommodated in house.

The programmes for training courses are assessed for relevance by the PEHO for Food to ensure the training needs can be met by the course objectives. Requests are then presented to the Environmental Health Manager for consideration and recommendation for approval.

5.0 Quality Assessment

The PEHO/SEHO (Food) will carry out management checks on planned vs actual inspections, examine workload distribution, monitor file management and review performance at food team meetings. Accompanied inspections will be carried out, as and when necessary, including to EC approved establishments.

Additionally, the Principal Officer/Senior Officer will carry out periodic documentation checks of files, letters etc. Consistency exercises will be undertaken with all staff to ensure uniformity in enforcement and scoring of premises, particularly, under the Food Hygiene Rating Scheme.

6.0 Review

6.1 Review against the Service Plan

In addition to this overarching Food Service Plan, KPIs for delivery of the desired outcomes are specified in the unit plan for the food and consumer protection team. Regular reviews of the following will be undertaken against the work carried out:

- A 6 monthly review on achievement of food related KPIs within the Food and Consumer Protection Unit Plan, and the Departmental business plan where appropriate (*This was reviewed at month 8 due to restructuring within the department*).
- Annual review on achievement of targets reported to the Environmental Health Manager.

6.2 Identification of any variation from the Service Plan

A review will be carried out at the end of the 2023/2024 year to identify variation from this plan. A review of the 2022/2023 food related targets from the Food and Consumer Protection Unit Plan is detailed in the table below:

Service Objective	Target	Actual
Provide advice to businesses on matters relating to food, consumer protection and tobacco control.	90% of queries responded to within 5 working days	98%
Provide information to local community, businesses, and members of the public using MUDC social media channels, as the need arises.	Number of posts/ publications on MUDC website/social media channels relating to food, Consumer Safety education initiatives, Tobacco Control.	Target Met
To ensure officers undertaking food and consumer protection duties are appropriately authorised under the revised legislation following EU Exit	Reviewed authorisations for each officer undertaking food and consumer protection duties.	Ongoing
As a minimum, undertake food hygiene and food standards inspections at food premises as per recovery programme informed by FSA.	Food Hygiene inspections (A&B)	FSA target met
	Food Standards inspections (A)	FSA target met
	New premises inspections	153 completed

Continue to implement the requirements of the Food Standards Agency's statutory Food Hygiene Rating Scheme (FHRS) consistently across the District Council area.	Food team to participate in FSA National FHRS consistency exercises and regional FHRS consistency exercises when they are available.	Completed
Review profile of FHRS premises in the area.	Report on % of 0, 1 & 2 rated premises from those premises included in scheme.	Completed
Respond to and investigate all confirmed and alleged food poisoning incident notifications	Respond to 100% of confirmed notifications within 1 working day	Target met
Undertake sampling - both food and water - from premises across the district to ensure safe food and water is available for all	Collect water samples on behalf of DWI from food establishments as per NIEA schedule	Target met
	Collect food samples from premises as per MUDC schedule. Samples for compositional and labelling purposes (203 per year)	Target met
	Samples for microbiological purposes (34 per month)	Target met
Investigate and respond to all food complaints received from members of the public, businesses or from other agencies (e.g.) FSA	Respond to 90% of complaints within 3 working days.	98%
	Respond to remaining within 5 working days	100%
Contact new premises within 28days of start up or of becoming aware that a new business has opened with a view to issuing a food hygiene rating as soon as practicable accounting for pandemic restrictions.	Contact new premises within 28days of the business starting up or of becoming aware that a new business has opened with a view to issuing a Food Hygiene Rating.	95%
Promote use of online registration for new food businesses to reduce administration burden on businesses and staff within the EH department.	Promotion of online registration with new food business operators.	Ongoing

Carry out an initiative in relation to CBD oil amongst retailers.	Increase awareness of the requirements relating to the sale of CBD oil products from retailers/manufacturers in the MUDC area to assist the FBOs with compliance.	Completed
Assist businesses with ongoing queries and requests for Support Health Attestations (SHA) and labelling queries as a result of EU Exit	Give priority to businesses requesting advice or the issuing of support health attestations or labelling queries as a result of EU Exit.	Completed
To work in partnership with the FSA and Health and Wellbeing subgroup of NIFMG to promote CalorieWise and assist businesses with achievement of award	Attend meetings of the Food and Nutrition subgroup of NIFMG and participate as a member council.	Completed
	Provide information on CalorieWise to relevant businesses after food interventions.	Completed
To ensure officers undertaking food duties area assessed under the Competency Framework under the recently reviewed FLCOP	Completion of competency framework documents for all officers undertaking food duties.	Ongoing

6.3 Areas of Improvement

The work carried out by the food team continued to be impacted throughout the 2022/2023 year by a number of factors, most notably the COVID-19 pandemic and the FSA Recovery Plan for Local Authorities, re-allocation of officers from the food team to other core functions, vacancies unfilled (e.g.) no backfill for a seconded post and maternity covers, and unexpected absences due to illness.

Any suggested areas for improvements are raised and discussed at quarterly food team meetings. The improvements may be at the suggestion of district officers undertaking food duties or at the suggestion of the PEHO/SEHOs. An area of improvement that was suggested and implemented last year, which aimed to streamline procedures to improve efficiencies, was the trialling of a new approach to undertaken infectious disease notifications from the Public Health Agency. The new approach ensured the target for the return of the forms to PHA was achieved whilst also allowed officers to continue with planned work without reactive notifications coming to them for action as frequently. The food service has reverted to the original system due to staff resourcing, however, it is hoped this is a practice that can be reinstated when staff resource levels improve. Other improvements suggested in relation to allocation of workloads per ward, in relation to sampling rotas and in relation to improvements to business support procedures were considered. Action was taken in relation to all suggestions in an attempt to improve the service delivery.

Other areas for improvement will be identified throughout the year via quality assessment procedures (as outlined in section 5.0), at team meetings and PDPs. Plans to action such improvements will be developed and implemented to address these as they arise.

Report on	Departmental Service Plan 23/24: Communities & Place
Date of Meeting	Thursday 15 th June 2023
Reporting Officer	Ryan Black, Strategic Director of Communities & Place
Contact Officer	Claire Linney, Assistant Director of Development Kieran Gordon, Assistant Director of Health, Leisure & Wellbeing

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report
1.1	The purpose of the report is to present to Members the Communities & Place Departmental Service Plan 23/24.
2.0	Key Issues
2.1	Members will be aware that the Council has been completing a re-structure over the last number of years, which resulted in the creation of new directorates and service departments across the organisation.
2.2	Over the past 12 months work has been ongoing to create and embed new teams, which has result in some re-organisation of services and refocused priorities.
2.3	<p>The Communities & Place directorate are focused on creating a collaborative approach to service delivery across our directorate, the organisation and with our external partners and stakeholders.</p> <p>The 2023/2024 Service Plan has adopted a new approach under our new shared directorate vision, which outlines our key objectives for People, Places and Communities under our agreed themes of Inclusive, Healthy, Creative and Engaged;</p> <p style="text-align: center;"><i>'A better future for all by</i></p> <p style="text-align: center;"><i>Providing and promoting welcoming and safe places where we develop, deliver and administer services which contribute to inclusive, healthy, creative and engaged People, Places and Communities.'</i></p>
2.4	<p>The Communities and Place Directorate operate with 375 staff (not including casuals) and net budget of £14,805,150, organised over 2 departments,</p> <ul style="list-style-type: none"> • Development; • Health, Leisure & Wellbeing. <p>The Development Department is responsible for the Councils Community & Arts portfolios, which includes;</p> <ul style="list-style-type: none"> • Community Development Support; • Good Relations & Peace

	<ul style="list-style-type: none"> • Policing & Community Safety Partnership (PCSP) • Strategic Community Development • Burnavon Arts Centre • Ranfurly House & Hill of the O'Neill • Seamus Heaney HomePlace • Languages <p>The Health Wellbeing & Leisure Unit is responsible for;</p> <ul style="list-style-type: none"> • Environmental Health; • Leisure Centres; • Parks, Open Spaces and Playareas; • Sports Arenas • Health & Wellbeing • Events
3.0	Main Report
3.1	In line with corporate guidance, the Communities & Place Departmental Plan is set in the context of the Councils agreed Corporate Plan 2020-2024 and the Mid Ulster District Community Plan 2017-2027.
3.2	The plan was also developed within the agreed budgets, as set as part of the 2022/23 estimates process, and current agreed staffing establishment.
3.3	<p>Some of the key focus areas include;</p> <ol style="list-style-type: none"> 1. Development of a Community Wealth Building approach; 2. Community resourcing (Grant aid) and Advice Provision; 3. Physical regeneration through agreed capital programmes; 4. Delivery of Health & Wellbeing outcomes through our indoor / outdoor assets; 5. Deliver and develop on the Councils Corporate Event schedule; 6. Continued implementation of the Clean Neighborhood Action Plan; 7. Developing and maintaining key partnership to support delivery.
4.0	Other Considerations
4.1	<p><u>Financial & Human Resources Implications</u></p> <p>The Communities & Place Departmental Service Plan 23/24 will be delivered within agreed budget resources and staffing complement.</p> <p><u>Professional Support</u> None</p>
4.2	<p><u>Equality and Good Relations Implications</u> None known</p>
4.3	<p><u>Risk Management Implications</u> As detailed within the plan</p>

5.0	Recommendation(s)
5.1	Members are asked to note the Communities & Place Departmental Service Plan 2023/2024.
6.0	Documents Attached & References
6.1	2023/2024 Communities & Place Departmental Service Plan.



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Communities & Place

DEPARTMENTAL SERVICE PLAN - 2023 / 2024

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1.0 OVERALL PURPOSE AND SCOPE OF THE DEPARTMENT

1.1 Purpose and Scope of the Department

The Communities and Place department is responsible for the development, programming and animation of Council owned local amenities, parks, open spaces and leisure provision.

We also work collaboratively with communities and businesses across sectors to;

- Protect the public from environmental health risks,
- Promote health, leisure and well-being,
- Develop and preserve our rich arts, culture and local heritage,
- Support people to develop their communities by empowering them to identify solutions to meet local needs and to build and develop good relations.

Over the past 12 months this directorate has undergone significant changes, resulting from the organisational re-structure. The new teams are currently 'bedding' in and will continue to do so over the course of this plan.

To support and evolve the business planning process, the C&P teams have worked collectively to develop a new approach to service planning and a collective directorate vision;

'A better future for all by

Providing and promoting welcoming and safe places where we develop, deliver and administer services which contribute to inclusive, healthy, creative and engaged People, Places and Communities.'

This service plans has been developed in line with this vision and actions have been organised thematically under the key themes of **inclusive, healthy, creative** and **engaged**, moving away from traditional service planning to one which works towards more collaborative opportunities and joint working.

1.2 Responsibilities

The directorate is organised into 2 departments, **Development** and **Health, Leisure & Wellbeing**, both of which are responsible for a number of services areas.

Development Department

Neighbourhood Development

The Neighbourhood Development Service provides capacity building and funding to the community and voluntary sector across Mid Ulster. The team manage and administer the Council grant aid programme, which includes community venues, community development strategic support, community development small grant, festivals and events. The team also provides support and guidance to groups on identifying other sources of funding to support localised community development and planning for the development of their local areas. The team oversee and facilitate the advice provision for the district and Neighbourhood Renewal Programme, Dungannon West and Coalisland, both of which are part funded by the Department for Communities.

Diversity and Integration

The Diversity & Integration service is part funded through the Northern Ireland Executive and Special European Union Programme Body to oversee the development and delivery of local actions plans, aligned to the regional Together Building a United Community (T:BUC) and Peace programmes. The key focus of the Good Relations work is on creating shared space, developing good relations between children and young people and developing cultural expression between our communities. Good Relations, as part of the T:BUC commitment also seeks to promote cultural expression across our District with a focus on both traditional communities and new communities. The team deliver the Peace action plan for the district, which seeks to promote peace and reconciliation across our communities, particularly focusing on children and young people and development and usage of shared space.

Policing & Community Safety Partnership (PCSP)

PCSP is an independent body to Council with its own governance regulation. The PCSP consists of Councillors, Independent Members, bodies designated by the NI Assembly, and locally designated bodies. They consult and engage with communities on issues of local concern and develop solutions to tackle crime, fear of crime and anti-social behaviour. The PCSP also monitors the performance of the Police against the Policing Plan. The Partnership is funded by the Department of Justice (DoJ), and the NI Policing Board (NIPB), through the Joint Committee. The PCSP team provides management support to the Partnership and oversees governance in relation to delivery of the Partnership agreed actions through appointment and management of staff and governance in relation to value for money and financial management.

Social Inclusion & Community Wealth Building

Mid Ulster District Council is responsible for the facilitation of the Mid Ulster Community Planning. As part of the Community Plan, partners have identified a remit for strategic delivery of key areas. Social Inclusion service co-ordinates the Council input to these areas, which includes Mid Ulster Poverty and Social Housing plans, both looking at partnership delivery and lobbying for greater provision across the District; lobbying on key issues within community planning, and consideration of areas of investment for Council under a partnership approach. The service is also working on the development of a new Community Wealth Building framework for the Council, through a test and learn approach.

Mid Ulster Arts

Mid Ulster Arts is delivered through our Mid Ulster Arts Centre, The Burnavon. This 350 seat performance space provides for a major arts venue for the district alongside a conference space. The Arts Service also offer an arts outreach community programme, working in partnership with our 6 strategic community partners who manage smaller community performance spaces across the district, and deliver an outreach programme to key groups to support the engagement and experience of arts for everyone in our community.

Hill of The O'Neill & Ranfurly House

Hill of The O'Neill provides a heritage experience highlighting the period of the site from early old Ireland through the clans of Ulster and The O'Neill to the Plantation of Ulster. The facility includes the site of Hill of The O'Neill and an exhibition space in Ranfurly House, which also provides space for wider usage including small arts craft and community activity; and the management of the Tullaghoge site (inauguration site of O'Neill).

Regional Minority Language

The Development unit is responsible, along with other departments for the Regional and Minority Language Development programmes throughout the Mid Ulster region. This includes both Irish and Ulster Scots.

Seamus Heaney HomePlace

The Seamus Heaney HomePlace is a regional facility located in Mid Ulster. It is the centre for the promotion of the works of Seamus Heaney in its natural home setting of Bellaghy village. It houses an exhibition of the works of Seamus Heaney and a small performance space hosting events and activities associated with the promotion and engagement of the works of the great poet Laureate. The development of Open Ground; consisting of 6 key sites that can be accessed to allow people to seek to relive some of the experience which inspired Seamus Heaney is now available and managed by Development.

Health, Leisure & Wellbeing Unit

Previously the functions associated with Environmental Health, Leisure and Parks were all led as separate service areas. Additionally district wide corporate events were also part of the previous Tourism service area. Following the Council's re-structure during 2021, all the above functions now fall within the new Communities and Place Department and will be delivered together as one new broad service area - Health, Leisure and Wellbeing.

In general, this new combined service area aims to:

- Promote and support innovative ways of achieving Mid Ulster District Council's service aims and objectives through the Corporate and Community Planning process and development, delivery and review of business plans and strategies.
- Contribute to the development of Council's corporate governance framework and ensure it is consistently implemented.
- Ensure the provision and delivery of high quality and cost-effective services, facilities, programmes and events.
- Contribute to the development of Council's policies and procedures which promote high standards of service delivery.
- Provide guidance and professional advice to Stakeholders and elected members, ensuring clear communication, and delivery of agreed Council objectives.
- Work with and consult members of the public, partners, and stakeholders, to ensure the provision of appropriate, effective and integrated services.
- Communicate to staff the strategic objectives and targets for the Department.
- Identify sources of external funding opportunities for service development, formulating fund bids and liaising with funding bodies to maximise benefit for Mid Ulster.

Health

The Environmental Health Service is fundamentally about improving the health and wellbeing of local communities supported by a regulatory function. Our work makes important contributions towards all of the Council's key themes and objectives, but in particular, through aiming to keep our environment safe and where possible, promoting healthier choices.

The purpose of Environmental Health's remit within Council continues to be the control of factors in the environment which can affect public health and safety within the realms of the Council's statutory obligations. This is mainly achieved by enforcing environmental health legislation in both a reactive and proactive manner. The Environmental Health team are split across the Council's three main civic buildings in Cookstown, Dungannon and Magherafelt.

Leisure

The Leisure team work to provide quality leisure, recreation, parks and sports facilities offering recreational and sporting opportunities both indoor and outdoor. It seeks to provide

opportunities for citizens and visitors to improve their health and wellbeing through physical and recreational activities, in safe, quality environments in the most efficient and effective ways using highly trained, engaged staff.

The service is committed to the achievement of quality standards across parks and open spaces in line with the Green Flag status through the attainment of additional Green Flag Awards for suitable sites. The service will support achievement of sustainable development in line with approved management and maintenance plans delivering on the protection and enhancement of the natural qualities of parks and open spaces, embracing positive biodiversity for the benefit of future generations.

The service seeks to actively encourage greater community involvement and additional partnership working between agencies, groups and organisations, exploring opportunities (where compatible with corporate priorities) to provide high quality accessible facilities that are enjoyed by all who visit or live within our shared community.

This team manages 6 indoor leisure facilities, 2 sports arenas, 1 golf centre, 16 public parks, and 112 park/playground amenities across the towns, villages and hamlets of the district.

Additionally, the team deliver key corporate events across the district that aim to help contribute to increased footfall and visitor numbers which can help stimulate the growth of tourism and other businesses in our town centres and villages. Our corporate events also deliver a range of social benefits for local communities, including raising community pride, teach people new experiences, strengthen relationships and bring communities together.

Wellbeing

This new combined service area works across many internal Council departments in addition to many of our external stakeholders and statutory agencies and aims to play a transformative, supportive, informative and advisory role in all aspects of health and wellbeing. In many cases, the programmes are directly linked to the ongoing funding and partnership working with key external agencies and many arrangements and associated targets/KPI's with each being reviewed on an annual basis to determine effectiveness and continuation. These help deliver wider physical activity, participation and promotion through programmes such as Macmillan Move More, Physical Activity Referral, Make a Change, Age Friendly and the Agewell partnership. This service also provides an advisory and support services for the citizens of our District through the fuel stamp scheme along with services such as Home Safety, Energy Efficiency and Affordable Warmth. Whilst also helping to support general business development across the leisure, recreation and parks service.

The Communities & Place Department is responsible for the following facilities:

- Cookstown Leisure Centre
- Dungannon Leisure Centre
- Greenvale Leisure Centre
- Maghera Leisure Centre
- Moneymore Recreation Centre
- Tobermore Golf Centre
- Davagh OM Dark Skies Park
- Meadowbank Sports Arena
- Mid Ulster Sports Arena
- Gortgonis Centre and Playing Fields
- Fairhill Bowling Green and Tennis Courts including playing fields
- Drumcoo Bowling Green including playing fields

- King George V Bowling Green including playing fields
- Magherafelt Bowling Green
- Outdoor Facilities to include Football Pitches, MUGA's, Pavilions Tennis
- 16 Public Parks including Ballyronan Marina and Dungannon Park
- 112 Play Areas
- Countryside Access
- Forest & Water Recreation
- Camping, Caravanning & House Boats
- Burnavon Arts Centre
- Hill of the O'Neill & Ranfurly House
- Seamus Heaney Homeplace
- Gardeners Hall
- Former Clogher School
- Tullahogue Fort

1.3 Customers & Stakeholders

Customers & Stakeholders
Internal: <ul style="list-style-type: none"> • Elected Members • Staff to include other Council service areas
External: <ul style="list-style-type: none"> • Citizens, businesses & visitors • Community/Voluntary & Social Enterprise Sectors • Schools & Colleges • Funding Bodies • Public Health Agency • Sport NI and National Sporting Governing Bodies • Health Trusts • Tourism Northern Ireland • Tourism Ireland • National Trust • NI Executive Departments, including DAERA, DFC, DFI. • Food Standards Agency • Health and Safety Executive Northern Ireland • Northern Ireland Housing Executive • Police Service of Northern Ireland • Office of Product Safety and Standards • Event promoters

1.4 Performance Overview in 2022/23 (Retrospective Review)

2022/2023 Performance Response/ Overview (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
<ul style="list-style-type: none"> Programme plans all successfully delivered with partners – Community Development, Community Arts, Good Relations, Irish Language Plan, and governance of the PCSP Plan 	Completed
<ul style="list-style-type: none"> New Departmental structure embedded 	Near completion
<ul style="list-style-type: none"> Seamus Heaney Homeplace, Burnavon, Hill of The O'Neill and Ranfurly House all fully opened again and back to pre covid capacity 	Near completion
<ul style="list-style-type: none"> Community Wealth Building Model commenced and partner working group established 	Commenced
<ul style="list-style-type: none"> Social Housing and Poverty initiatives developed through partnership with key government agencies. 	Commenced
<ul style="list-style-type: none"> The Hill of The O'Neill and Ranfurly house Mid South West concept developed 	Completed
<ul style="list-style-type: none"> A targeted Social and Hardship programme was delivered and additional support through Mid Ulster advice services 	Completed
<ul style="list-style-type: none"> New refugee programme developed with STEP and funding secured by TEO 	Commenced
<ul style="list-style-type: none"> A new Mid Ulster Arts festival launched 	Commenced
<ul style="list-style-type: none"> Capital schemes progressed, Clarkes GAC Community Hub near completion, Connecting Pomeroy Shared Spaces commenced and works being delivered to programme, Gortgonis Leisure and Community Hub, Railway Park, Moy Pitch, Coalisland Walkway and TRAAD Bio Diversity Park all at concept stage 	Completed/Commenced

<ul style="list-style-type: none"> Ensure that businesses have ready access to Food Hygiene & Food Standards advice and guidance. 90% of all queries responded to within 5 days. 	<p>98% responded to within 5 days</p>
<ul style="list-style-type: none"> To support businesses by providing both with targeted health and safety advice or signposting to relevant resources (or other agencies where appropriate). 85% of requests to be responded to within 5 days 	<p>97% responded to within 5 days 660 requests for advice were actioned (85% within the same day of request). Of the total, 161 were health and safety queries, with the remaining 479 being advice given to businesses or individuals on licensable activities.</p>
<ul style="list-style-type: none"> Provide support to the 74 registered Pollution Prevention Control premises. 90% of all related Environmental Protection complaints to be responded to within 3 days. 	<p>100% All Registered PPC premises contacted as scheduled.</p> <p>100% of PPC premise related complaints responded to within 3 days</p>
<ul style="list-style-type: none"> Adequately monitor the District for air quality issues and take suitable steps where exceedances of air quality objectives are noted. Investigation of air quality nuisance complaints, with appropriate action to resolve the problem. 90% of complaints responded to within 3 working days 	<p>100% of N02 Tubes changed on schedule.</p> <p>100% of air quality nuisance complaints responded to within 3 days</p>

<ul style="list-style-type: none"> With respect to EU Exit, assist and advised businesses regarding changes in regulatory checks and controls which fall under EH remit. 90% of all complaints to be responded to within 5 days. 	<p>Food Control – 100% of service requests responded to within 5 days</p> <p>Consumer Protection – 100% of service requests responded to within 5 days.</p>
<ul style="list-style-type: none"> Respond continuously to Public Health complaints as per Public Health & Housing unit plan. Target to respond to 85% complaints within 5 working days 	<p>99% Public Health and 98% Housing responded to within 5 working days.</p>
<ul style="list-style-type: none"> Exploration of improved intelligence into the EH in relation to detection of offences and resultant enforcement action. Increased enforcement with a zero tolerance approach and aim to achieve increased year on year numbers of Fixed Penalty Notices (FPN's) served for litter and dog fouling offences 	<p>Total Number of FPN's served April 2022 – March 2023: 1301 (i.e., <i>Littering 1270 and Dog Fouling 31</i>)</p> <p>Successful 1st Time Payment Rate: 82%</p>
<ul style="list-style-type: none"> Preparation for the introduction of the Private Tenancies Act (NI) 2022 commencing on 1st April 2023 	<p>Preparation completed and Council approval in February 2023 for fixed penalty levels for certain offences under said Act.</p>
<ul style="list-style-type: none"> Health & Wellbeing key messages delivered. Exploration of extended customer journeys through enhanced integration of services with leisure and outdoor recreation teams to maximise benefit for customers. Clients on the existing programme re-engaged with to provide support on key messaging and to provide onward signposting as appropriate through integration with the parks and leisure services. <ul style="list-style-type: none"> Age Friendly Affordable Warmth Energy Efficiency Home Accident Prevention 	<p>Ongoing funding and partnership working with key external agencies (PHA, SHSCT, NHSCT, NIHE, DfC) and many arrangements and associated targets/KPI's with each being reviewed on an annual basis to determine effectiveness and continuation.</p>

<ul style="list-style-type: none"> ○ Make a Change ○ Mid Ulster Agewell Partnership ○ Physical Activity Referral Scheme <ul style="list-style-type: none"> • Consider Mid Ulster Agewell Partnership, contract extension and future delivery options with designated partners (NIHE, NHSCT, PCSP, PHA, SHSCT) 	<p>In December 2022, Council approved one year extension as per tender for partnership to continue until 31st December 2023.</p> <p>Review and future tender to be carried out mid-2023.</p>
<ul style="list-style-type: none"> • Improved engagement of children and adults from the Mid Ulster District Council area in a pilot Physical Activity Programme over the duration of September 2022 until April 2023 through the medium of structured and non-structured sessions (enrolment charge of £1 per activity session). • Activities included Couch 2 5K, Couch 2 3K, Walking Group, Active Aging, Strength Balance, Buggy Fit, DCD (Development Coordination Disorder), Disability Hub, Beginners Yoga, Water Aerobics, Strength Balance, Post Natal Pilates (with & without babies), Mums & Tums, Ti Chi / Chi MI, Mum and Baby Postnatal Yoga, Postnatal Yoga, Autism Club and Neurodiversity Club. 	<p>Completed</p> <p>3,500 Approx participants (approximately 50% occupancy based on available spaces)</p>
<ul style="list-style-type: none"> • Delivery of summer camps across MUDC leisure venues. • Activities included general centre based activities and also camps focusing on Gymnastics, Tennis, Canoeing, Golf. • Discounted £1 activities were available for under 18's between 1st July 2022 – 31st August 2022 in the following areas: soft play, teen gym, courts, golf par 3 & driving range, athletics, tennis courts and EG pitches 	<p>Completed</p> <p>11,000 Approx participants (approx. 75%-100% occupancy per activity based on available spaces)</p>

<ul style="list-style-type: none"> Consult on and launch the Age Friendly Strategy and Action Plan with Short term actions underway and also support the Age Friendly Alliance for the District 	<p>Council Approval for Draft 3 Year Strategy achieved in January 2023 to allow public consultation to commence on the final strategy.</p> <p>1st Age Friendly Strategic Alliance with multi-agency partners took place March 2023</p>
<ul style="list-style-type: none"> User satisfaction and mystery visits survey for key leisure and outdoor recreation facilities 	<p>Completed</p> <p>Average Score of 85% achieved across 9 facilities</p>
<ul style="list-style-type: none"> Capital projects Completed: <ul style="list-style-type: none"> Access and Inclusion Grant Programme: 10 x Accessible Picnic Tables (approx. £5,500) Access and Inclusion Grant Programme: Provision of 13 x Independent “Hearing loop systems” at 7 x MUDC Leisure facilities (approx. £5,000) Access and Inclusion Grant Programme: Pool Pod Pool Access System at Greenvale LC (approx. £27,000) Access and Inclusion Grant Programme: Installation of automated / power assist doors at 5 x MUDC Leisure Facilities (approx. £107,000) Access and Inclusion Grant Programme: Cubbie Sensory Hub (approx. £30,000) Access and Inclusion Grant Programme: Active Travel: Cycle Pods at Various Sites (Approx £25,000) Derrynoyd Forrest Enhancement (approx. £270,000) Drumcairne Forest Enhancement (approx. £265,000) Greenvale Leisure Centre Sport Hall Floor Refurbishment (approx. £80,000) Monrush: carriageway and footway resurfacing scheme throughout Windsor Crescent, Cookstown (DfI Roads led scheme at approx. £110,00 – council contribution of £6,000 for designated Council area) Play Park Strategy: New Glenburn Playpark, Magherafelt (approx. £45,000) Play Park Strategy: New Jacksonville Playpark, Moygashel (approx. £50,000) 	<p>Completed during April 2022 – April 2023</p> <p>Council approved Five Year Play Strategy in December 2019. Delay due to covid 19. To date, 31 projects have been completed (approx. value of £1.9m)</p>

<ul style="list-style-type: none"> ○ Play Park Strategy: Monrush Playpark Enhancement, Cookstown (approx. £80,000) ○ Washingbay Shore Line Repairs (approx. £15k) 	
<ul style="list-style-type: none"> • Capital projects in progress: <ul style="list-style-type: none"> ○ Active Travel: Clogher ○ Altmore/Cappagh Forrest ○ Ballysaggart Lough (Reservoir) ○ Covid Small Settlements: Bellaghy ○ Covid Small Settlements: Castlecaufield ○ Covid Small Settlements: Castledawson ○ Covid Small Settlements: Clady ○ Covid Small Settlements: Manor Park Moneymore ○ Maghera Parklands (as part of overall Levelling Up Bid) ○ Mid Ulster Sports Arena ○ Play Strategy: Preparation for delivery of 23/24 projects – i.e. year 2 and year 3 assigned projects (total of 20 projects) ○ Pitch & Recreational Spaces Strategy: Preparation for delivery of 23/24 projects – i.e. year 1 assigned projects (total of 10 projects) 	<p>Work on various projects ongoing in conjunction with other key departments within Council</p>
<ul style="list-style-type: none"> • Establish an extension of Licence Agreements with Forest Service NI (FSNI) 	<p>Completed Lease Agreements with FSNI completed for Drumcairne Forest development project. (Including the above, Council and FSNI currently have 9 active licences in place for the management of trails and associated recreation facilities within the following sites: Derrynoyd, Moydamlaght, Iniscarn, Davagh, Knockmany, Brantry, Glenone, Pomeroy)</p>

<ul style="list-style-type: none"> Continue to promote and enhance access to the Countryside 	<p>Completed and ongoing promotion Permissive Path agreements for Newmills Community River Trail Achieved during 2022.</p>
<ul style="list-style-type: none"> Implement App for Leisure facilities. 	<p>Phase 1 completed with launch of Leisurehub in July 2021. Ongoing review for future proposals for an enhanced end user experience.</p>
<ul style="list-style-type: none"> Promote a “digital first” approach with staff and customers with leisure and outdoor recreation services. Increased destination digital presences, website, and social media. Increased accessibility of services. Reduced in environmental impact – less printing. Target to increase year on year bookings and online transactions. 	<p>Total Number of Online transactions during April 2022 – March 2023:</p> <ul style="list-style-type: none"> Dogs licensing renewal: Online accounted for 3042 which is 54.5% of the overall total Licences of 5607 Online Leisure Membership Sales: 3,882 transactions Online Leisure classes, swimming, gym, courses: transactions: 29,487 Online Parks transactions: 755

<ul style="list-style-type: none"> • Increase customer/visitor attendances at leisure and outdoor recreation facilities – aim for a year on year increase 	<p>Total Number of customer/visitor attendances at leisure facilities during April 2022 – March 2023: 948,027</p> <p>Total Number of customer/visitor attendances at outdoor recreation facilities during April 2022 – March 2023: 1,117,870</p>
<ul style="list-style-type: none"> • Increase memberships at leisure recreation facilities – aim for a year on year increase 	<p>Overall “net gain” of 4322 memberships during April 2022 – March 2023 compared to previous year.</p>
<ul style="list-style-type: none"> • Review provision in leisure centres for those with additional needs – introduce specific neurodiversity sessions in swimming pools and soft play facilities. In addition, establishment of a pilot programme offering swimming lessons to those with additional needs and requiring assistance to participate in water-based activities. 	<p>Complete.</p> <p>Neurodiversity sessions for swimming pool and soft play facilities introduced throughout 2022 and remain ongoing. Pilot Neurodiversity summer camps took place during 2022 – proposed to continue again in 2023.</p> <p>12 week pilot swim lesson programme completed in March 2023 in Dungannon Leisure Centre – proposals to be considered to extend and also introduce in Cookstown Leisure Centre and Greenvale Leisure Centre.</p>

<ul style="list-style-type: none"> Catering and Vending Provision Review at key leisure and outdoor recreation sites. (Dungannon Leisure Centre, Dungannon Park, Park, Cookstown Leisure Centre, Greenvale Leisure Centre, Mid Ulster Sports Arena, Meadowbank Sports Arena, Maghera Leisure Centre, Moneymore Recreation Centre, Tobermore Golf Centre) 	<p>Review completed during April 2022 – March 2023 and procurement to be conducted mid 2023 with report to relevant council committee thereafter for consideration.</p>
<ul style="list-style-type: none"> Service Quality and Efficiency – increase the number of indoor and outdoor recreation facilities with quality accreditations (i.e. ISO, Green Flag). Target to increase year on year. 	<p>Greenvale Leisure Centre achieved ISO45001 accreditation.</p> <p>Green Flag sites:</p> <ul style="list-style-type: none"> Dungannon Pk. Castlehill. Davagh Forest. <p>Blue Flag Sites:</p> <ul style="list-style-type: none"> Ballyronan Marina
<ul style="list-style-type: none"> Review leisure and outdoor recreation Service Level Agreements (SLA's) for provision of various services across the district to include keyholding, opening/closing of facilities, cleaning, litter picking, inspections, etc. <p>Review each SLA annually based on a mixture of performance indicators and service provision to ensure that service level objectives meet with Council's satisfaction and are monitored continuously.</p> <p>As per the MUDC Five Year Outdoor Recreation Strategy aims to implement 1 x additional SLA during April 2023 – March 2024.</p>	<p>Complete 9 x SLA's with separate groups reviewed and Council approved continuation for April 2022 – March 2023 at a total value of £108,000</p> <p>Additional SLA approved by Council in January 2023.</p> <p>Review/continuation for SLA's for April 2023 – March 2024 approved by Council March 2023.</p>

<ul style="list-style-type: none"> Obtain a contractor through a procurement process for the Maintenance of Play Equipment and Associated Landscape Works in play areas that are the responsibility of Council throughout the district. The Council estate currently contains 106 play parks / play facilities across the district ranging from small equipped areas for play, Multi Use Game Areas (MUGAs) to large scale destination style play facilities. 	<p>Complete Council approved appointment of a contractor in February 2023 for an initial term of 24 months with the option of a further 12 month extension subject to annual review and ongoing satisfactory performance.</p>
<ul style="list-style-type: none"> Reintroduce schedule of corporate events following a pause since December 2019 due to Covid19 Pandemic. Carry out an events review and bring forward a Five Year Events Strategy for MUDC. 	<p>14 Corporate Events Successfully completed during 2022:</p> <ul style="list-style-type: none"> Cookstown Continental Market Maghera Walled Garden Coalisland Summer Bash Tafelta, Magherafelt Halloween (Coalisland, Cookstown, Dungannon, Maghera) Xmas (Coalisland, Cookstown, Dungannon, Maghera, Magherafelt) <p>Consultant appointed and Events Strategy to be presented to relevant council committee mid-2023.</p>

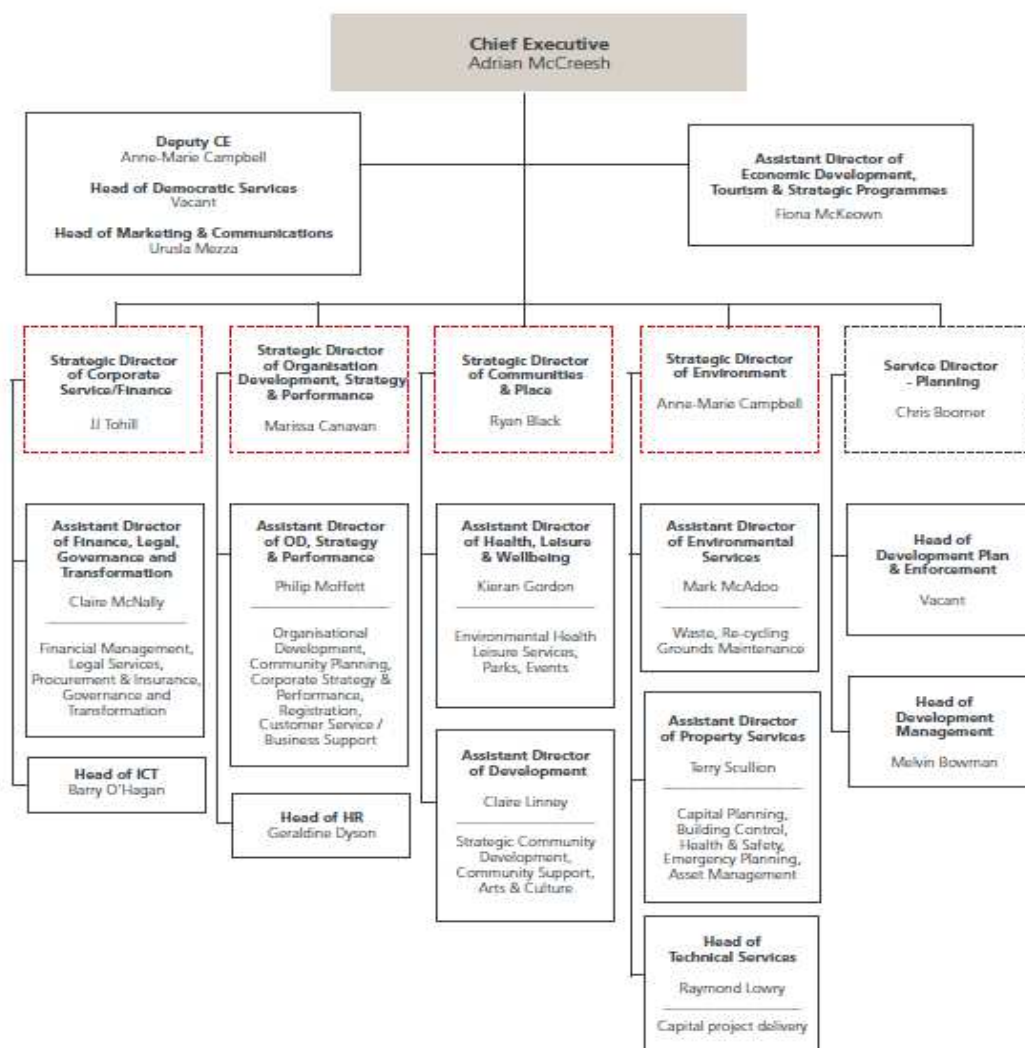
2.0 IMPROVING OUR SERVICES AND MANAGING PERFORMANCE - 2023/24

The following tables confirm the resources, financial and people, which the Department has access to throughout 2023-24 to deliver its actions, activities and core business.

2.1 Budget 2023/24

Budget Headings	£
Directorate Support	£331,692
Development	
Diversity & Integration	£548,763
PCSP (including CCTV)	£345,417
Neighbourhood Development	£1,223,396
Arts & Facilities Development (Burnavon, Ranfurly, SHHP, Languages)	£2,803,585
Health, Wellbeing & Leisure	
Environmental Health	£1,795,194
Events	£357,802
Leisure Services, Parks & Open Spaces	£11,493,852
Health & Wellbeing	£508,030
Gross Budget	£19,407,731
Development Income	£1,303,071
Health Wellbeing & Leisure Income	£3,299,510
Net Budget for 2023-24	£14,805,150

2.2 Departmental Services - Council Structure - 2023/24



Staffing	No. of Staff
Strategic Director	1
Assistant Director	2
Managers	34
Officers	32
Remaining Team	306
Total	375 (FT & PT) *Does not include Casual staff

2.3 Service Work Plan - 2023/24

This is a high-level capture of the Department and the Service activities/measures as well as some improvement undertakings which the services will focus on throughout 2022-2023.

This service plans has been developed in line with this vision and actions have been organised thematically under the key themes of inclusive, healthy, creative and engaged, moving away from traditional service planning to one which works towards more collaborative opportunities and joint working.

Communities & Place – Directorate Vision

‘A better future for all by

Providing and promoting welcoming and safe places where we develop, deliver and administer services which contribute to inclusive, healthy, creative and engaged People, Places and Communities.’

The Plan also links to the Council's:

1. 2020-2024 Corporate Plan priorities,
2. Annual Corporate Performance Improvement (PIP plan)
3. Corporate Improvement Project Plans (CIP's)
4. Statutory Indicators,
5. Corporate Health Indicators and
6. Mid Ulster Sustainable Community Plan themes & outcomes (aligned to the Programme for Government):

Mid Ulster District Council's Improvement Objectives for 2023 to 2025 are:

1. Mid Ulster District Council will seek to reduce the environmental impacts of our own activities and will contribute to the improvement of the wider environment through local action
2. We will ensure a more connected Mid Ulster where new technologies and ways of working, empower citizens to get the best services that matter to them
3. To create cleaner neighbourhoods, where everyone takes responsibility for their waste and environment
4. We will contribute to the on-going regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people

COMMUNITIES & PLACE DIRECTORATE WORK PLAN 2023/24

ENGAGED: People, Places & Communities

Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 5.3 Vibrant & Safe Communities - We have fewer people living in poverty and fewer areas of disadvantage.</i>		<i>Communities: 5.6 - We will continue, through our community development programmes, grant aid schemes & our partnership-working, to support local communities & to build capacity in the community & voluntary sector.</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Development of social enterprise; providing training and support to groups to become more financially sustainable, partnering Community Wealth Building.	Training programme commissioned	March 2024	Neighbourhood Development Manager	Increased capacity of community groups and number of social enterprises	Increased number of social enterprises
Development of community capacity building; support groups to partner, work together / cluster under a local area planning model / forums (12) - to link into a Mid Ulster Sustainable Communities Plan.	Establish 12 cluster forums	March 2024	Neighbourhood Development Manager	Increased networking	12 clusters in place
Develop and deliver a Community Asset Transfer pilot model to support communities - link to Estate Management Strategy.	Identify SLA's Council and lease arrangements Estate management strategy complete (Property)	March 2024	Neighbourhood Development Manager	Community Asset Transfer process	Number of partnerships in CAT
Develop support model to the community sector (all Council funded venues/facilities) to implement environmental sustainability initiatives and promote energy efficiency in community buildings and facilities e.g. solar panels - linking DFC and DAERA as partners.	New grant developed and considered as part of the rates estimates.	December 2023.	Neighbourhood Development Manager	Increase in energy efficiency of community buildings	Number of grants issued

ENGAGED: People, Places & Communities

Link to Community Plan Theme:		Align to Corporate Plan Theme			
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children		Leadership: 1.3 We will work collectively to meet the identified needs and priorities of our citizens & connect the people of Mid Ulster			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures) clear measurement e.g. %, #, £, date etc.
Supplement the work undertaken through the Clean Neighbourhood Action Plan by engaging in cross-departmental activities to support the Clean Neighbourhood priorities, such as reducing dog fouling, etc.	<p>Work in partnership with the Environmental Services department within Council on relevant Environmental Health actions and enforcement to assist in the delivery of the Clean Neighbourhood Action Plan.</p> <p>Work in partnership with colleagues across the 'Health, Leisure and Wellbeing' department to develop and deliver a joint departmental initiative to promote cleaner neighbourhoods / council property and parks.</p>	From April 2023 to March 2024	<p>Environmental Health Service Manager</p> <p>Open Spaces & Recreation Development Managers.</p>	<p>Cleaner neighbourhoods</p> <p>Increase in responsible dog ownership.</p>	<p>Deliver 3 x cross-departmental Initiatives to focus on responsible dog ownership and /or litter hot spot areas.</p> <p>Environmental Health Service to scope out new options for enhanced litter enforcement across district</p>

INCLUSIVE: People, Places & Communities

Link to Community Plan Theme:		Align to Corporate Plan Theme			
CMP 5.2 Vibrant & Safe Communities - We have a greater value and respect for diversity		Communities: 5.4 We will support & promote respect for diversity & the integration of our minority communities.			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Deliver an anti poverty–Action Plan, targeted at the most disadvantaged people and communities, to include emergency support, housing, neighbourhood renewal programmes and capital. Peace Programme	Deliver a number of projects Foodbank Support	March 2024	Neighbourhood Development Manager & Diversity & Integration Manager	Greater support for people experiencing poverty	Number of projects Number of users of foodbanks
Deliver a Diversity Awareness Message across the District via Council facilities and welcome signs, billboard campaign, awareness programmes, mini mela events - link Arts Festival.	Campaign developed Campaign delivered	September 2023 October – March 2024	Diversity & Integration Manager	Increased awareness of diversity	Response survey
Deliver a Masterplan for TRAAD, consider potential schemes to protect, promote and educate of biodiversity.	TRAAD Masterplan developed	March 2024	Diversity & Integration Manager	Increased access to Biodiversity	Design complete Programme concept complete
Expand the Irish language reach to other diverse communities through key leaders and wider accessibility through online provision; and Irish language tours at SHHP, Hill of The O'Neill, Tullaghoge.	Irish language outreach plan in place Delivery of key projects	June 2023 March 2024	Arts & Facilities Development Manager	Increase access to Irish language	Number of groups/people engaged

INCLUSIVE: People, Places & Communities

Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.</i>		<i>Leadership: 1.3 We will work collectively to meet the identified needs and priorities of our citizens & connect the people of Mid Ulster</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures) clear measurement e.g., %, #, £, date etc.
<p>Establish advisory/signposting initiative in each of the 3 x main leisure venues to showcase all of the Health, Leisure & Wellbeing services and provide information on access to support, referrals and registrations into programmes, schemes and activities.</p> <p>To include relevant services within Environmental Health, Leisure and Health & Wellbeing this would seek to provide information events/ workshops/seminars to citizens and groups of business who could potentially benefit from increased awareness.</p>	<p>Regulation duties dis-charged as per council statutory remit.</p> <p>Increased outreach/awareness of Council facilities, services and support elements.</p>	<p>From April 2023 to March 2024</p>	<p>Environmental Health Service Manager</p> <p>Open Spaces & Recreation Development Managers.</p> <p>Leisure Services Development Manager</p>	<p>Local business will have more information to assist achieving compliance with legislative requirements and information of how to support the health and wellbeing of their organisation and local communities/stakeholders</p> <p>Increased citizen awareness on key elements of the Health, Leisure & Wellbeing service area.</p> <p>For example, affordable warmth, energy efficiency, home accident prevention, make a change, age friendly, agewell, physical activity referral scheme, events, environmental health, leisure memberships & programmes, etc</p>	<p>Number of mailshots</p> <p>Number of attendees at the 3 x initiatives</p>

HEALTHY: People, Places & Communities

Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 4.1 Health & Wellbeing - We are better enabled to live longer healthier & more active lives</i>		<i>Communities: 5.3 We will, along with our community planning partners, work to address poverty & deprivation across Mid Ulster Region.</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Delivery a health and wellbeing and a resilience programme for young people – Link to Peace and Good Relations programmes.	Develop programme Programme delivered	October 2023 March 2024	Diversity & Integration Manager	Increased resilience for young people	Programme Developed Number of young people participating
Deliver mental health programmes through the medium of arts and literature in our 3 arts, heritage and literary venues.	Develop programme Deliver programme	September 23 March 24	Arts & Facilities Development Manager	Increased resilience	Number of people participating
Link with PCSP in reference to older peoples programmes to reduce fear of crime and improve mental health and resilience; and to youth programmes regarding positive relations for young people to promote healthier relationships and awareness of domestic violence.	Deliver Older people fear of crime initiative	December 2023	PCSP Manager	Reduce fear of crime	Number of people engaged

HEALTHY: People, Places & Communities

Link to Community Plan Theme:		Align to Corporate Plan Theme			
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.		Leadership: 1.3 We will work collectively to meet the identified needs and priorities of our citizens & connect the people of Mid Ulster			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures) clear measurement e.g. %, #, £, date etc.
Provide quality Open Spaces, Recreation & Indoor leisure services.	Deliver broad leisure objectives including: <ul style="list-style-type: none"> • Deliver Health and wellbeing programmes. • Deliver activity programmes and promotions. • Maintain quality service provision. • Develop the role of open spaces, recreation & leisure in the health agenda through enhanced partnerships with PHA/Health Trusts/Charities • Delivery on an agreed annual schedule of corporate events • Development and delivery of an annual Active Recreation Plan 	From April 2023 to March 2024	Leisure Services Development Manager Open Spaces & Recreation Development Managers	Better access to open spaces, recreation & indoor recreational facilities and improved health and wellbeing for children and adults.	2,100,000 users Mystery visitor average ratings over 85% 80 programmes Achievement of KPI's/ targets from various funded programmes

Develop key customer programmes and enhance awareness of facilities to those not currently using facilities	<ul style="list-style-type: none"> • Implement annual marketing plan to increase awareness. • Establish Corporate Membership partners via the new Corporate Membership Package • Carry out review of leisure activity programmes and services – e.g., Swim lesson academy. 	From April 2023 to March 2024	Leisure Services Development Manager	Better access to indoor recreational facilities and improved health and wellbeing for children and adults.	<p>Number of social media interactions</p> <p>Number of online enquiries and engagement with online platforms</p> <p>Number of new member signs ups versus cancellation (positive net member gain)</p>
<p>Review and assess air quality within the district against recognised standards to ensure that adequate local air quality management is in place.</p> <p>Improve engagement and partnership working with relevant stakeholders with respect to air quality management across the district.</p>	<ul style="list-style-type: none"> • Monitor current levels of air quality within the district, through the maintenance of an air quality monitoring network. • Monitor air quality by replacing NO2 tubes monthly. • Contribute to the MUDC Climate Change working group. 	From April 2023 to March 2024	Environmental Health Service Manager	<p>It will ensure that MUDC meets its legal obligations with respect to adequately monitoring and reviewing the quality of air within the district.</p> <p>In the event of any exceedance in air quality objectives being identified, it will ensure that the situation is adequately addressed through MUDC's air quality action plan.</p> <p>Residents and visitors will be better informed regarding the district's air quality.</p>	<p>Monthly monitoring of air quality results will be undertaken.</p> <p>An annual review of MUDC's air quality action plan will be undertaken</p> <p>2 x multi-agency stakeholder meetings on Air Quality will be held during this reporting period.</p> <p>Improved information will be available on the MUDC website.</p>

CREATIVE: People, Places & Communities

Link to Community Plan Theme:			Align to Corporate Plan Theme		
CMP 5.2 Vibrant & Safe Communities - We have a greater value and respect for diversity			Communities: 5.5 - We will develop, promote and sustain Arts In Mid Ulster		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Joint marketing, communications and promotional schemes between arts and visitor recreation sites - Hill of The O'Neill and Ranfurly House, Burnavon, Seamus Heaney Homeplace, Ballyronan Visitor Park, OM Dark Skies, Dungannon Park.	Joint marketing campaign developed Joint marketing	September 2023 Ongoing	Arts & Facilities Development Manager SHHP Manager	Increased cross selling of activities	Number of joint campaigns
Develop the Mid Ulster Arts outreach and Festival and include an international dimension, and promotion of own creative people.	Festival programme developed Festival delivered	September 2023 March 2024	Arts & Facilities Development Manager SHHP Manager	Increased awareness and participation in the arts across Mid Ulster	Number of events Number of participants
Further develop the Creative Industries concept with Hill of the O'Neill and Ranfurly House as a heritage & creative space to include a new Green Screen, recording studio and filmography; short and long term projects.	SOC complete Design commenced Funding sourced	June 23 Sept 23 Ongoing	Arts & Facilities Development Manager	Increased activity at Hill of The O'Neill and Ranfurly House	Level of completion of scheme
Complete and submit OBC to secure All Island Funding, for an all Island literary centre at Bellaghy Bawn linking Seamus Heaney Homeplace and new governance model.	Business Case Complete New Governance structure agreed	March 2024	Strategic Programme Development Manager. SHHP Manager	Increased literary development	Level of completion of scheme

CREATIVE: People, Places & Communities

Link to Community Plan Theme:		Align to Corporate Plan Theme			
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.		Leadership: 1.3 We will work collectively to meet the identified needs and priorities of our citizens & connect the people of Mid Ulster			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures) clear measurement e.g., %, #, £, date etc.
Promote a "digital first" approach with staff and customers. Increased destination digital presences, website, and social media.	<ul style="list-style-type: none"> Review further options for development/enhancement of online user experience. Promotion of use of online registration/bookings Develop the virtual group exercise class option at Dungannon LC (therefore seeking to match experiences available at Cookstown LC and Greenvale LC) 	From April 2023 to March 2024	Environmental Health Service Manager. Leisure Services Development Manager. Open Spaces & Recreation Development Managers.	Increased accessibility of services. And customer experience.	Business case developed/funding secured for the implementation/development/enhancement of online user experience. Increased year on year bookings and online transactions/registrations, etc

2.4 Service Improvements for 2023 to 2024

What Service Development/Improvement will we undertake in 2023/2024? (Actions):	By When (Date?)	Service Name/ Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Seek to deliver more hybrid services to include more online options – Arts online, community forums online, key services online	March 24	All	Increased access to services	Services online
<p>Review and enhance the internal processes relating to the delivery of the Environmental Health Service's response to planning consultations, in light of increased corporate demand.</p> <p>Liaise with the planning service to further prioritise planning types requiring Environmental Health input.</p> <p>Respond to all major planning applications within 21 days</p>	From April 2023 to March 2024	<p>Environmental Health</p> <p>Environmental Health Service Manager</p>	<p>Improved response times</p> <p>Ensure that the Planning Service is supported to deliver a timely response to all applicants, particularly where planning conditions may subsequently be required.</p>	<p>Improved response times</p> <p>Statistical records</p>
Review and enhance the Environmental Health Service's internal processes with respect to the PPC permitting regime to include financial management, ongoing monitoring of existing business and the proactive scoping for new premises which require regulation.	From April 2023 to March 2024	<p>Environmental Health</p> <p>Environmental Health Service Manager</p>	Enhanced service	<p>Retention of existing permits and licence income</p> <p>Completion of a scoping exercise with respect to relevant premises who require permits under proposed new guidance for large combustion boilers.</p>

Service Quality and Efficiency – increase the number of indoor and outdoor leisure & recreation facilities with quality accreditations (i.e. ISO, Green Flag)	From April 2023 to March 2024	Open Spaces & Recreation. Open Spaces & Recreation Development Managers.	Increased number of indoor and outdoor leisure & recreation facilities with quality accreditations (i.e. ISO, Green Flag)	Increased year on year
Review and enhance the internal processes relating to Public Rights of Way applications by developing and implementing an agreed set of service standards. Liaise with the relevant departments within council, and if necessary, engage with competent external support, to further prioritise investigations and responses within a timely manner so far as reasonably practicable.	From April 2023 to March 2024	Open Spaces & Recreation. Open Spaces & Recreation Development Managers.	Improved citizen engagement with published service standards outlining application approach, information required, process timeframes, etc Improved engagement and response times	Statistical records
Progress Active Travel Masterplan for the district (Greenway/Blueway proposals for long distance walking/cycling routes)	From April 2023 to March 2024	Open Spaces & Recreation. Open Spaces & Recreation Development Managers.	Contribution to making our communities more liveable improving the economy through tourism and civic improvement preservation and restoration of open space and provision of opportunity for physical activities to improve fitness and mental wellbeing across our communities.	Investigate landowner issues, concept design and cost options appraisal for potential projects. Projects to progress on the basis of Council approval and subject to sourcing available funding
Deliver event and activity programmes at the core MUDC Open Spaces & Recreation venues.	From April 2023 to March 2024	Open Spaces & Recreation. Open Spaces & Recreation Development Managers.	Programme of varied events and activities across the core MUDC Open Spaces & Recreation venues throughout the spring/summer/autumn period seeking to engage a	Facilitate 80 Council/Public Events as part of the MUDC Open Spaces & Recreation venues calendar

Support event and activity programmes in Forest & Countryside venues managed by Mid Ulster District Council			broad spectrum of participant and spectator audience	Establish the core MUDC Open Spaces & Recreation venues identity and increased profile through seasonal specific event campaigns
<p>Finalise consultation and formally launch the Age Friendly Strategy and Action Plan for MUDC. Hold 2 x Strategic Alliance Meetings with key multi-agency partners during April 2023 – March 2024.</p> <p>Conduct a performance management workshop to assign the action plan tasks to the designated action leads responsible for implementing the Age-Friendly Strategy. This workshop will ensure clear accountability and oversight of the action plan throughout its duration.</p> <p>To develop and agree a set of indicators to be used in their baseline assessment to measure success of the Age Friendly Action Plan</p> <p>Develop and implement comprehensive Ageing Well and Age-Friendly programs to promote the well-being and inclusivity of older individuals.</p>	From April 2023 to March 2024	<p>Open Spaces & Recreation.</p> <p>Open Spaces & Recreation Development Manager</p>	<p>Increased accessibility of services and embed ethos of age friendly being linked to all decisions. Programme of varied events and activities across the MUDC region will support healthy aging, social engagement, and active participation in the community.</p>	<p>Strategy and Action Plan approved and launched</p> <p>Action Plan review to be carried out in quarter 4. Participation Rates and Satisfaction Surveys</p>
Carry out review of leisure activity programmes and services – e.g., Swim lesson academy	From April 2023 to March 2024	<p>Leisure.</p> <p>Leisure Services Development Manager</p>	Increased accessibility of services and enhanced customer feedback.	Delivery of key KPI's and targets associated with activity programmes and services.

<p>Seek to enhance opportunities for citizens in the district to lead healthier lifestyles by providing accessible, quality facilities, programmes and services. Promote health, safety and well-being, and safeguard the environment by supporting communities and businesses through education and enforcement.</p> <p>Development of specific service area unit plans across each of the core areas in Environmental Health, Leisure and Open Spaces & Recreation.</p>	<p>From April 2023 to March 2024</p>	<p>Health, Leisure & Wellbeing</p> <p>Environmental Health Service Manager.</p> <p>Leisure Services Development Manager.</p> <p>Open Spaces & Recreation Development Managers.</p>	<p>Modernise Health, Leisure & Wellbeing Services to be able to embrace new opportunities and be the best Council provider of services that it can be.</p> <p>Support for local economy and businesses through clear advice, guidance and good regulation.</p>	<p>Delivery of key KPI's and targets associated with funded programmes and partnerships.</p> <p>Achievement of officer teams specific unit plans across each of the core areas in Environmental Health, Leisure and Open Spaces & Recreation.</p> <p>Achievement of targets/KPI's associated with service requests and response times.</p>
<p>Implement year 1 of the recently agreed MUDC Pitch & Recreational Spaces Strategy</p>	<p>From April 2023 to March 2024</p>	<p>Open Spaces & Recreation Development Managers</p>	<p>Continued investment in Council asset to maximise outcomes.</p> <p>Further partnership opportunities developed to develop and grow usage.</p> <p>Improved health and wellbeing outcomes and user satisfaction.</p>	<p>Level of financial investment and number of projects delivered;</p> <p>Customer satisfaction feedback.</p>
<p>Delivery of year two and three objectives of Council's 5 Year Parks and Play Strategic Plans and Council's 5 Year Outdoor Recreation Strategic Plan</p> <p>As per the strategy, carry out a year 3 review and bring forward proposals by the end of 2023 for Members consideration/agreement for the delivery of year 4, year 5 and year 5+ objectives that are outlined within the strategy.</p>	<p>From April 2023 to March 2024</p>	<p>Open Spaces & Recreation Development Managers</p>	<p>Creation of new and inclusive play opportunities for children across the council district.</p> <p>Improvement to parks and open spaces environments</p>	<p>Upgrade existing play locations.</p> <p>Enhancement programme on existing play locations</p> <p>Tender/procurement of schemes within budget allocation</p>

Carry out a review of the ongoing sustainability of playparks including inspection and maintenance requirements and consider suitability of ongoing staffing and budget resources attributed to playpark management.			<p>Improved Quality Standards for Council managed Parks and Open Spaces</p> <p>Creation of new and improved access to the Countryside opportunities for multi discipline users' groups across the council district.</p> <p>Improvements to visitor facilities in council managed Forest Parks</p>	<p>Completion of agreed projects as identified in the strategy</p> <p>Installation of items of new inclusive play equipment to achieve an increase of 5%</p> <p>Undertake Master Planning and Feasibility Studies for selected projects as identified in the strategy & council decisions</p>
Analyse the supply and demand of facilities and to identify gaps in provision e.g. minority grouping	From April 2023 to March 2024	Leisure Services Development Manager	Increased accessibility of services e.g. swimming with special requirements	Customer satisfaction feedback.
<p>Deliver schedule of agreed Corporate Events</p> <p>Finalise Events review and associated 5-year strategic plan</p>	From April 2023 to March 2024	Open Spaces & Recreation Development Managers	<p>To deliver inspiring, engaging events to enhance Mid Ulster Council's town centres and other event spaces.</p> <p>To be accessible to all visitors of all ages, backgrounds and abilities all taking into consideration relevant risk mitigation measures.</p> <p>Maximise participation of our</p>	<p>Delivery of agreed corporate events from May – December.</p> <p>Carry out events review and bring forward considerations/proposals for period 2023 – 2027.</p> <p>Benchmark and obtain baseline figures for numbers/audience. numbers attend corporate events.</p>

			<p>residents.</p> <p>To further develop, promoted and deliver high quality events.</p>	<p>Achieve a 75% customer satisfaction.</p>
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2.5 RISK MANAGEMENT OF DEPARTMENT/SERVICES

The purpose of risk management is to manage the barriers which prevents the Council from achieving its objectives. This section of the service plan includes space for the Department to input their key risks (in summary form), which have been identified during the business planning process. The Council uses risk management to maximize opportunities and minimize risks. This improves its ability to deliver priorities and improve outcomes. This is why the Council deems it important to link business planning and risk management. Risk Management aims 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.

This table illustrates the risks identified to deliver the Department's/Services business as outlined in service plan for 2023-24.

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	Failure to comply with legislation / regulatory guidance (e.g. Disability legislation) & adherence to policies / procedures	6	Policies & procedures updated. Regular /ongoing communication with staff. Training for all relevant staff. Checklists. Audits.
2.	Significant reduction in funding / income	9	Ongoing budget reviews, Regular engagement with funding stakeholders, Marketing & communications plan.
3.	Failure to deliver on Peace IV Connecting Pomeroy	9	Partnership working group in place and partnership agreements with all partners Regular communication and sign off at each stage
4.	Facilitation of PCSP as an independent body of Council	6	PCSP minutes taken of all meetings and shared with Council for information PCSP roll out of actions under all Council governance policies regarding finance and procurement

5.	Failure to prevent fraud, bribery & corruption	5	Cash handling / management procedures, Anti-fraud / corruption policy in place. Employee code of conduct. Income held in safe with access restricted to limited individuals. Safe limits set & contents regularly checks. Management authorisation required for refunds / credits. Cash collection services. Computerised booking management system which is password protected, authority actions & restricted levels within. Regular staff communication, training & review / updating procedures, Inspection protocols, Regular reporting & escalation if required.
7.	Food Control and Product Safety	6	Keep up to date with FSA / DAERA and OPSS related guidance at local, regional and national level. Provision of adequate levels of EHOs (Food control and Consumer Protection) for support to relevant businesses.
8.	GDPR	6	Reminders at staff meetings
9.	Health and safety	9	Risk assessment ongoing review for all staff and working practices kept under review. Reviewed methods of delivery.
10.	Loss of key supplier / goods	6	Regular ongoing review of Contracts Register. Ongoing engagement with Suppliers.

			Adhering to procurement processes. Monitor complaints on products.
11.	Ineffective governance arrangements in place	6	Regular staff communication, Inspection protocols, Regular reporting & escalation if required.
12.	A lack of, or untimely, maintenance of Leisure, Parks and Open spaces with the possibility of creating an unsafe environment for public users with potential for injury claims.	6	Currently managed through Property Services. This function of the Council has an extensive remit, responsible for the maintenance of all council lands and property.
13.	Accident occurs on play area	8	Majority of playgrounds are inspected weekly by council staff. Independent annual inspections by ROSPA or RPII Inspectorate. Significant number playgrounds have been replaced or upgraded in recent years and evidence of current good and safe practices reflect in low claim levels. Comprehensive Audit has been completed Play Strategy being developed by Parks Service. Council approval pending
14.	Limited resources to develop strategic events.	6	Continued engagement and delivery needed on a cross departmental basis. All council staff to be involved in delivery of council events where relevant. Continue to monitor and identify needs and external financial opportunities.

Rating	Descriptor
16 - 25	Extreme Risk (immediate action required)
10 - 15	High Risk (urgent action required)
7 - 9	Moderate Risk (action required)
1 – 6	Low Risk (keep under review)

3.0 OUR STATUTORY CONSIDERATIONS

In carrying out our responsibilities, the Service is cognisant of the statutory duties placed upon the council in the delivery of its services. Whilst the Service operates, under various obligations it is however mindful of the changing context in which it operates and endeavours to mainstream the equality and rural needs duties in the design and delivery of our functions.

3.1 EQUALITY DUTY

The council and by consequence our Service is committed to contributing towards its part in working towards fulfilling obligations under Section 75 of the Northern Ireland Act 1998 to ensure adequate time, staff and resources to fulfil our duties.

The Service will also work towards adherence to the council's Equality Scheme ensuring equality duties, together with promoting positive attitudes towards persons with a disability and the participation of people with a disability in public life when carrying out our functions.

3.2 RURAL NEEDS DUTY

The Service will be mindful of the rural needs of its customers when carrying out its functions and subsequent responsibilities, particularly in developing any new policies, plans or strategies throughout the year. In line with the Rural Needs Act (NI) 2016 we will give due regard to rurality in terms of needs in carrying out the activities within our Service.

Report on	<ol style="list-style-type: none"> 1. Events to Celebrate International Women's Day 2023 2. Tourism Development Group Minutes – 25.01.23 3. UK Tentative List Process of World Heritage Sites Update 4. Mid Ulster Town Centre Summer Saturdays
Date of Meeting	15 June 2023
Reporting Officer	Colin McKenna, Economic Regeneration Service Manager Mary McKeown, Tourism Service Manager

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report
1.1	To provide Members with an update on key activities as detailed below.
2.0	Background
2.1	<p>Events to Celebrate International Womens Day 2023.</p> <p>Mid Ulster District Council organised two events to celebrate International Women's Day 2023. The events took place on Wednesday 8 March 2023 at the Terrace Hotel, Magherafelt and Wednesday 15 March 2023 at Ryandale Inn, Moy.</p>
2.2	<p>Tourism Development Group Minutes – 25.01.23</p> <p>The Tourism Development Group (TDG) was established to create a working forum between Council and private sector businesses. The TDG will assist with policy development and support the implementation of Council's Tourism Strategy and associated work in order to create economic growth, increase visitor numbers and create employment. The group meet on a bi-monthly basis and as per the agreed Terms of Reference all business will be reported to Council through the Development Committee.</p>
2.3	<p>UK Tentative List Process of World Heritage Sites Update</p> <p>The Department for Communities contacted Mid Ulster District Council via letter dated 28 March 2022 to make us aware that the UK Government had launched</p>

	<p>an exercise to review and renew the UK Tentative List of World Heritage sites. This list is reviewed every ten years, an Expression of Interest form was submitted on Friday 6 May 2022, with the final application submitted on 15 July 2022.</p>
2.4	<p>Mid Ulster Town Centre Summer Saturdays</p> <p>To support our local communities and to attract footfall into our town centres, a range of activities has been arranged across the District's five largest towns (Dungannon, Cookstown, Magherafelt, Coalisland and Maghera) on a dedicated Saturday during August and September 2023.</p>
3.0	<p>Main Report</p>
3.1	<p>Events to Celebrate International Women Day 2023.</p> <p>Two successful events to celebrate International Women's Day 2023, took place on Wednesday 8 March at 6.30pm in the Terrace Hotel, Magherafelt and Wednesday 15 March, at 6.30pm in the Ryandale Inn, Moy. All funds raised was donated to the then Council Chair's (Councillor Corry) chosen charity, ie, 'Causeway and Mid Ulster Women's Aid'. Over 140 women attended over the two evenings. The events celebrating International Women's Day 2023 supported this year's theme, 'Embrace Equity'.</p> <p>At the first event on Wednesday 8th March at the Terrace Hotel, Magherafelt, Orla McKeating and Siobhan Kearney took to the stage along with Emma Louise Johnston, MC for the night.</p> <p>Orla McKeating is an entrepreneur, speaker and Business Developer at 'Diversity Mark'. Orla took the opportunity to chat about lessening stigma, encouraging inclusion and acceptance and creating a just and sustainable society where every person is seen, heard and valued.</p> <p>Siobhan Kearney as the force behind 'At One Wellbeing' provided guidance around mental health of staff in the workplace and encouraging companies to adopt a menopause friendly workplace.</p> <p>The second event on Wednesday 15 March at the Ryandale Inn, Moy, Annette Kelly and Claire O'Hanlon were the main speakers with Carol Doey as the MC.</p> <p>Claire from Coalisland is well known for her charity work and tireless campaigning. Claire provided an insight into her life and that of her son, who suffers from Duchenne Muscular Dystrophy. As a highly skilled business consultant, Claire also encouraged potential entrepreneurs on giving it a go as a new start-up.</p> <p>Annette Kelly renowned for her work with 'Little Penny Thoughts', shared stories that were inspiring with an aim to encourage confidence and promote wellbeing within others.</p>

	<p>A representative from 'Causeway and Mid Ulster Women's Aid' also spoke at each event and highlighted the significant challenges facing the charity with growing numbers of women coming forward for help.</p> <p>Both nights ended with a light supper and refreshments.</p> <p>The total proceeds raised via ticket sales and donations over the two nights was £973.49. (Tickets cost £5 per person and the total ticket sales were £630.81. Donations into the collection buckets totalled £342.68).</p>
3.2	<p>Tourism Development Group Minutes – 25 January 2023</p> <p>To present the minutes of the Tourism Development Group and Officer Cluster Reports meeting held on 25 January 2023. These were subsequently approved at the Tourism Development meeting held on 29 March 2023.</p>
3.3	<p>UK Tentative List Process of World Heritage Sites Update</p> <p>Each country is required by UNESCO to maintain a 'Tentative List' of potential world heritage sites and to review this list every ten years. As part of the process, an expert panel reviewed applications to the UK list. Councils and site management organisations were free to nominate a cultural or natural site that they feel might meet the 'Outstanding Universal Value' test for addition to the World List.</p> <p>To be considered for the UK's Tentative List, Council firstly submitted an Expression of Interest form on 6 May 2022, with the final application submitted on 15 July 2022. The application to the UK Tentative List of World Heritage Sites was for the 'Heart of Ancient Ulster' site located within an Area of Outstanding Natural Beauty, incorporating OM Dark Sky Park, area around Davagh Forest and Broughderg in the Sperrin Mountains.</p> <p>In accordance with recent practice, the UK continue to nominate only one new site to UNESCO every other year. A rigorous tentative list process is therefore needed to avoid nugatory and expensive work by sites keen to progress.</p> <p>On 10 April 2023 the Department for Culture, Media and Sport contacted the Council to inform us that our application had been unsuccessful on this occasion and provided the following feedback from the Independent Expert Panel;</p> <ul style="list-style-type: none"> • <i>This is an undeniably impressive and beautiful area. However, the high level of elements that remain unknown and lie beneath ecologically important peat bogland, mean it is difficult to assess the potential to demonstrate Outstanding Universal Value of this site. There was insufficient evidence to demonstrate global significance beyond the undoubted national significance of the site.</i>

- *The panel felt the issue of 60% of the site being under a peat bog was a considerable hindrance to assessing Outstanding Universal Value, particularly given current natural guidance is towards restoring peat bogs, which the application didn't reflect (although it was noted there are non-destructive methods to research deposits). As a result, this made it hard to make the case for the potential to demonstrate Outstanding Universal Value.*
- *Concerns were raised about the risks the site and its wider landscape is facing and that the private owners' support was unclear, noting that World Heritage site nomination should not be seen as a route for preserving a site, as this should already be identified and in place.*
- *There were also questions around the boundary definition, as to the rationale of what was outside the boundary and hadn't been included*
- *The panel noted that this was a remarkable and beautiful site, and clearly of great national significance and importance, but that the application did not demonstrate sufficient potential Outstanding Universal Value to be included on the list.*

This will come as a disappointment after the hard work that was put into the application. As the review panel have noted, the bar for World Heritage Status is extremely high, and they only include a limited number of sites on the Tentative List.

The public announcement for those sites included on the Tentative List was confirmed on 10 April 2023.

3.4

Mid Ulster Town Centre Summer Saturdays

Within the five Town Centres a number of activities are planned to take place to create an ambiance, attract footfall and support the high street. One Saturday will be dedicated to each town during August and September 2023 with activities commencing from 12 noon – to 3pm.

- Saturday 5 August 2023 Dungannon
- Saturday 12 August 2023 Coalisland
- Saturday 19 August 2023 Cookstown
- Saturday 2 September 2023 Magherafelt
- Saturday 9 September 2023 Maghera

The activities, subject to procurement and availability, may include but are not limited to:-

- Town Centre Music
- Mobile Face Painters
- Character Walkabouts
- Pop Up Aquarium
- Caricaturist
- A variety of interactive shows

4.	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Events funded from existing Departmental budgets.
	Human: Officer time
	Risk Management:
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications:
	Rural Needs Implications:
5.0	Recommendation(s)
	It is recommended that Members;
5.1	Events to Celebrate International Women's Day 2023 Note update on International Women's Day Events 2023.
5.2	Tourism Development Group Minutes – 25 January 2023 Note minutes of Tourism Development Group and Officer Cluster Reports held on 25 January 2023.
5.3	UK Tentative List Process of World Heritage Sites Update Note that Council's application to the UK Tentative List of World Heritage Sites for the 'Heart of Ancient Ulster' was unsuccessful, however, other funding avenues will be explored.
5.4	Mid Ulster Town Centre Summer Saturdays Note update on Mid Ulster's Town Centre Summer Saturdays.
6.0	Documents Attached & References
	Appendix 1 - Tourism Development Group Minutes & Cluster Reports – 25.1.23

Tourism Development Group Minutes and Officer Cluster Reports**MID ULSTER TOURISM DEVELOPMENT GROUP MINUTES**
Wednesday 25th January 2023 at 10am via Microsoft Teams

Attendees	
Cllr Frances Burton	Chair of TDG, Mid Ulster District Council
Cllr Niamh Doris	Mid Ulster District Council
Fiona McKeown	Mid Ulster District Council
Mary McKeown	Mid Ulster District Council
Laura Shannon	Mid Ulster District Council
Genevieve Bell	Mid Ulster District Council
Charmain Bell	Mid Ulster District Council
Martha Beattie	Mid Ulster District Council
Allison O'Keefe	Mid Ulster District Council
Grace Booth	Mid Ulster District Council
Brian McCormick	Mid Ulster District Council
Martin Graham	Tourism NI
Dermot Friel	Hospitality
Cathy O'Neill	Hospitality
Norman Bell	Visitor Attraction
Lara Goodall	Consultant

	DISCUSSION	ACTIONS
	<p>Welcome</p> <p>The Chair, Cllr Burton, welcomed everyone to the meeting.</p> <p>Cllr Burton expressed her condolences to the management and staff of the Glenavon Hotel on their recent bereavement and asked that the sympathies of the Mid Ulster TDG are extended to the family.</p> <p>Apologies</p> <p>Simon Wiggans, South West College Tanya Purvis, South West College Richard Mulholland, Ballyscullion Park Rosalind Mulholland, Ballyscullion Park Anne Reid, Mid Ulster District Council Aoibheann Doherty, An Carn Claire Doherty, An Carn Maeve McNeill, J&K Coaches / Croga Tours Shauna McElhone, J&K Coaches / Croga Tours</p>	<p>Send sympathy card from the Mid Ulster Tourism Development Group to the management and staff of the Glenavon Hotel</p>

1.	<p>Minutes of Meeting held on 11 November 2022</p> <p>The minutes of the meeting held on 11 November 2022, having been circulated to all members in advance of the meeting, were taken as read and correct.</p> <p><i>Proposed: N Bell Seconded: D Friel</i></p>	
2.	<p>Matters Arising</p> <p>None</p>	
3.	<p>Loughinsholin Branding Presentation – Lara Goodall</p> <p>L Goodall, Lara Goodall Consulting, attended the meeting to present the new Loughinsholin brand, formerly known as Seamus Heaney Cluster.</p> <p>L Goodall explained that the name Loughinsholin derived from the oldest barony in Mid Ulster. The area sits between Belfast and Derry providing a strong selling point to capture tours.</p> <p>She explained that the brand encompasses the place, the people, sustainable products, commercial aspects and connectivity. She added that the success of the brand is in the fact that the businesses have bought into the core values and incorporated them into their own business.</p> <p>Lara discussed the brand personality and with it the tone of campaigns being presented and delivered as follows:</p> <ul style="list-style-type: none"> • Sincerity - wholesome and honest • Excitement – imaginative and creative • Competence – reliable, intellectual, successfully dealing with customers and operators • Sophistication • Ruggedness <p>L Goodall explained the brand logo, a heart to represent the heart of Mid Ulster and the generations of stories interlinked. The colours green and blue represent land and water, tying in with Unwinding Time brand and Embrace a Giant Spirit.</p> <p>Lara discussed plans for 2023 focusing on a marketing plan, themed itineraries to showcase all members, attendance at trade/consumer shows and launching new tours with Croga Tours.</p>	<p>M Graham asked officers to circulate a copy of the presentation to members.</p>

	<p>D Friel stated his appreciation for the support tourism businesses have received from Council.</p> <p>In response to a query from the Chair, L Goodall stated that Seamus HomePlace was still synonymous with the cluster and was very much involved in the re-branding process. B McCormick commented that the branding process allows freedom and is encompassing of the other 14 businesses within the cluster. He added that the cluster provides a platform to move forward with no conflicts of interest.</p> <p>L Goodall left the meeting at 10:30am</p>	
<p>4.</p> <p>4.1</p>	<p>Industry Updates – TDG Members</p> <p>Sector representatives gave an update on their business developments and sectors.</p> <p>TNI – M Graham</p> <p>M Graham gave a brief overview of opportunities available to tourism businesses:</p> <ul style="list-style-type: none"> • Spring Marketing Campaign (NI/ROI) – 30 Jan to 31 March 2023 • Corporative Marketing Fund - £20K open to Councils/DMO's • NI Hotels Federation Corporate Marketing Fund - £5K open to hotels and accommodation sector • Meet the Trade event - virtually 2 February 2023 • Range of workshops and events, such as, Sustainable tourism, Leaner, greener tourism, cost reduction, water conservation and carbon literacy. <p>M Graham discussed TNI were trialling and testing a new credit card data analysis system, however, there may be some caveats around its accuracy. He reported that ROI spend had increased to over 76%, showing a significant recovery in comparison to domestic spend at just over 12%. He added the following stats:</p> <ul style="list-style-type: none"> • Bars and Taverns up 51% on the same period in 2019 pre COVID. Eating places and restaurants up just over 2%, hotels/motels and resorts up nearly 10%. Overall 15.5%. • ROI spend in areas, such as, accommodation and food down 3%, spend in arts, entertainment, recreation down over 2% and wholesale/retail down 4%. • ROI consumers are one of our key markets in terms of how they plan to spend. 13% of those surveyed 	

	<p>would say they eliminate spend on holidays at home altogether in the coming months, 6% will eliminate leisure day trips and 14% blended holidays abroad.</p> <p>M Graham also informed that Department for Economy is currently developing a new tourism strategy for Northern Ireland with sustainable tourism at the core of this strategy. He added that the strategy focus on consumer spend and visitor dispersal from areas, such as, Causeway, Mourne, Titanic.</p> <p>M Graham stated that TNI have participated in the consultation of product review during 2022 looking at investment and public sector. The product review is looking at 'where to invest' in the region. M Graham commented that the review and subsequent results be useful in planning ahead in the months and years ahead. F McKeown commented that she was looking forward to receiving information and results from TNI's product review.</p> <p>M McKeown informed that Council had submitted a successful application to TNI for funding towards tourism spring marketing campaign and would receive a Letter of Offer by next week.</p>	
4.2	<p>Seamus Heaney HomePlace</p> <p>B McCormick reported that working collaboratively with other tourism businesses has provided opportunities to maximise engagement with tour operators.</p>	
4.3	<p>Friels Bar & Restaurant</p> <p>D Friel reported that Friels Bar and Restaurant saw a successful year trading in 2022. He noted that rising costs were a challenge. He added that he was working to develop a visitor centre with TNI and applied for planning to extend the motorhome park from 6 to 12 pitches. D Friel informed that C O'Neill completed a Carbon Literacy course which will be applied to their new kitchen renovation with assistance from Invest NI.</p>	
4.4	<p>South West College</p> <p>L Shannon provided an update in the absence of S Wiggan from South West College.</p> <ul style="list-style-type: none"> • Dungannon Campus Open Day - 24 January 2023 <p>The first Tourism and Hospitality Academy delivered by SWC in association with Mid Ulster District Council began 16 January 2023 with 10 students. This 4 week course provides a general introduction to hospitality and tourism. It serves as a taster experience for unemployed students</p>	

	<p>providing them with skills and knowledge to progress into employment. Employer engagement through site visits will take place during the 4-week duration.</p> <p>SWC will host an Employer Engagement morning in the coming weeks to highlight apprenticeship opportunities.</p> <p>SWC will provide Level 2 Barista Skills training over 7 weeks (21 hours) commencing 25 January 2023 in the Dungannon campus. This course has proven popular with both industry and the general public. Should interest remain high they will consider running a second course in the Spring.</p>	
5.	<p>Business Engagement Programme – L Shannon</p> <p>The Chair welcomed L Shannon to the Tourism Development Group.</p> <p>L Shannon informed that she will be attending Holiday World Show, Dublin this weekend with the tourism team and trade and following this intends to go out and visit businesses to introduce herself and discuss how tourism team can provide support.</p> <p>L Shannon reported that she will attend Meet the Buyer to sell Mid Ulster to incoming tour operators.</p> <p>L Shannon informed that social media workshops for businesses will take place during February and March 2023. She also informed that TNI will host a webinar on waste management during March which will be of benefit to businesses.</p> <p>L Shannon reported that tourism have submitted an application to TNI for marketing funding for the spring campaign. The campaign will focus on high quality video content of attractions across Mid Ulster and will be used in TV advertising and social media campaign.</p> <p>Cllr Doris highlighted that the Mid Ulster Gift Card could tie in with the spring campaign. M McKeown explained this wasn't possible for the current programme as the social media campaign has already taken place, however this will be explored for further campaigns.</p>	
6.	<p>Cluster Reports</p> <p>The following Cluster Reports were circulated in advance of the meeting.</p>	

	<ul style="list-style-type: none"> • Loughinsholin • Clogher Valley Cluster • Archaeology, History and Heritage • Outdoor Activities • Hospitality and Taste – no report as cluster is currently being set up. 	
7.	<p>Visitor Monitoring – M McKeown</p> <p>M McKeown gave a brief overview of visitor monitoring figures collated at key sites throughout mid ulster. The following were noted:</p> <ul style="list-style-type: none"> • During lockdown outdoor spaces were highly utilised. • The National Trust have no desire to replace Wellbrook monitor. • Plans to install a new touch screen in Coalisland. The visitor figures are encouraging. <p>Following a comment by the Chair at promoting US Grant Homestead, M McKeown responded that tourism team promote and sell the experience at trade and consumer shows. She added that costumes were bought and a script developed to bring living history to the tours. The Chair suggested including the Ulster Scots dancing team along with actors to promote US Grant experience.</p> <p>During discussions around the US Presidential trails, M Graham informed that other homestead sites required significant investment before piloting to US markets. F McKeown asked M Graham to use US Grants Ancestral Home as part of the pilot to promote to the US market. M Graham advised he will feed this back to TNI.</p> <p>D Friel added that An Carn could benefit greatly from funding to upgrade their walk. M Graham responded that there may be funding opportunities to develop existing routes through the new Walking Experiences Strategy.</p>	<p>Following request made by Cllr Doris, M McKeown to investigate possibility of moving the monitor from Wellbrook to Drumcairn.</p> <p>M Graham to liaise with Oliver McKeown about USG, to tap into American markets.</p> <p>M Graham asked D Friel to liaise with M McKeown on background to An Carn.</p>
8.	<p>Brown Signage Audit – G Bell</p> <p>G Bell stated that G Darby is carrying out a brown signage audit of all attractions and accommodation within Mid Ulster on behalf of Council.</p> <p>G Bell said that the findings from the audit and subsequent report should be completed by Spring 2023. She added that an Expression of Interest would be promoted via social</p>	

	<p>media channels to raise awareness of the criteria and payment process for tourism businesses wishing to apply.</p> <p>F McKeown informed that a request was made at the last committee meeting to write to the Department for Infrastructure (DfI) and TNI to review brown signage policy.</p> <p>M Graham stated that he previously spoke with C Calderwood, TNI, regarding the issue and it was felt that a review was required. He added that TNI have previously raised issues of obsolete signs, cost of signs and additional findings to DFI, however, DFI did not see it as a priority within current resources.</p>	<p>Letter to be sent to DfI and TNI to review brown signage policy and invite John McGrillen, CEO TNI, to meet Council's Development Committee Members</p>
9.	<p>Market Led Programme – M McKeown</p> <p>M McKeown informed that tourism had received an SLA from TNI securing £33,000 funding to enhance existing tourism experiences within the district that will include 30 Bluetooth headsets and 1 speaker for local tour guides usage, a new lightshow being developed for OM, creation of a living wall at Seamus Heaney HomePlace and Banquet at Hill of the O'Neill.</p> <p>M McKeown reported that a TNI Meet the Buyer FAM trip will bring industry and international tour operators together at the Banquet on the Hill, Dungannon on 24 March 2023.</p>	
10.	<p>Spring Marketing Campaign 2023 – M McKeown</p> <p>M McKeown outlined the Spring Marketing Campaign will target markets within NI and ROI. A strong outdoor and heritage product will appeal to these target markets. Businesses are encouraged to promote their offers on Visit Mid Ulster website.</p> <p>M McKeown said as part of the campaign a TV advertisement will run from 13 – 27 March 2023 along with digital platforms and radio campaigns with Cool FM and Northern Sound. There will also be a focus on video content with the themes 'value for money' and 'open for business'.</p>	
11.	<p>Sliabh Beagh – Shared Island – M McKeown</p> <p>M McKeown briefed members of the joint Sliabh Beagh project with Fermanagh and Omagh District Council, Monaghan County Council and Mid Ulster Council through the Shared Island fund.</p>	

	<p>M McKeown informed that following successful application to Shared Island €145,000 has been secured to appoint Outdoor Recreation NI (ORNI) to carry out feasibility studies on 7 work packages to develop Sliabh Beagh as an eco-tourism destination. The shelf ready and RIBA stage 2 work packages will include:</p> <ul style="list-style-type: none"> • Cycling • Walking • Equestrian • Gateway signage and public art • Accommodation and axillary services • Hero attractor • Identification and engagement with potential investors <p>She confirmed that Lumfords Glen and Knockmany Forest are within the Sliabh Beagh catchment area and will be considered as part of the ongoing studies.</p> <p>In Mid Ulster, initial consultations are being scheduled with MUDC Councillors and staff, and ORNI will also undertake wider consultations with key stakeholders across the Sliabh Beagh region, as part of the engagement process.</p>	
12.	<p>Any other Business</p> <p>The Chair informed that through her position on NILGA discussions have taken place for cross-border shared projects to return railways to the west. She also added that funding could also be looked at through Peace and Growth Deal and that the initiative would bring ease of transport and greater accessibility to the area.</p> <p>Date of Next Meeting: To be confirmed.</p>	

CLUSTER REPORTS

LOUGHINSHOLIN CLUSTER

The cluster met virtually on 23 February 2023 facilitated by L Goodhall and continue through the work streams as identified in their Phase 2 Invest NI Collaborative Growth Programme.

Governance

Redraft of Memorandum of Understanding was submitted, reflecting group feedback from the meeting in December 2022. This document was agreed and signed off by the members.

Marketing and Communications

A working communications strategy for the cluster has been developed and shared to cluster members to review and feedback. Current focus is on developing the website with member profiles to be completed prior to Meet the Buyer on 23 March. Work is underway in devising stories and content for social media channels with plans to schedule a photographer/videographer to develop a bank of imagery. L Goodhall is representing the Loughinsholin Cluster at Meet the Buyer. Several cluster members are also attending.

Business Development

J&K coaches launched their new tour company “Croga Tours” in January. They have been working collaboratively with other cluster members and have established a tour called “Untapped Mid Ulster”. The tour is live on the website and is being widely promoted at Holiday World, Dublin, Coach Tour Association Conference, Belfast and BIM, London.

The media launch commenced on 3 March and a FAM trip is scheduled for 30 March to test the tour, which will include cluster members, stakeholders and media / influencers. Croga has also placed a month long series of adverts in the Irish News during February and March.

The cluster continue to develop a series of FAMs / Sales Visits. EI FAM visit took place on 23-24 Feb, visiting Seamus Heaney HomePlace, Friels, Glenavon House Hotel, Glenshane Country Farm and Walsh’s Hotel. Working in collaboration with MUDC Tourism Team the FAM was extended to include OM Dark Sky Park, Beaghmore Stone Circles, US Grant Homestead and Blessingbourne Estate.

Skills Development

Forthcoming training includes – Industry Insights Session delivered by Brack Tours, and iPhone Photography with Mal McCann, dates to be confirmed.

Events

The sub-group are planning to design and run a series of Taster events to test the collaborative approach. Proposed taster sessions would be June 2023. Template designed to help the members scope their ideas to be included within the sessions. The date of the next cluster meeting is 30 March, which will be combined with the Croga Tour FAM.

OUTDOOR CLUSTER REPORT

Spring Marketing Campaign

A number of the Outdoor businesses have featured in the #ValueYourTime Spring campaign – Jungle NI, Blessingbourne Mountain Bike Trails, Railway Karting and Emigrants Walk. They will be included in the TV campaign, radio campaign and short videos for social media platforms targeting segment markets.

Sperrins Hill Walking Programme

Officers from each of the four Councils within the Sperrins met with Sperrins Partnership to discuss running another joint Sperrins Hillwalking Programme. Each Council stated that they have included this activity in their 23/34 budgets, however, could not fully commit until budgets have been approved by Council. It was agreed to reconvene in April/May when budgets should be finalised.

Embrace a Giant Spirit Walks (EAGS)

Tourism NI appointed Outdoor Recreation NI (ORNI) to develop a framework (Phase 1) for key strategic walking routes for inclusion in an EAGS brand aligned series. The Outdoor Framework will develop a vision and partnership proposition with 4 strategic pillars, goals and activities:

- Leadership and Partnership
- Destination Development
- Product and Visitor Experience Development
- Advocacy and Communications

The vision for EAGS Walks are world class walk experiences that meet the needs and demands of the market, align to EAGS and stand out, generate demand. EAGS Walk Framework has been developed with a 3 stage approach in order to achieve the vision of world class walking experiences under the EAGS brand. The Walk experience must meet the needs of the consumer by ensuring ease of access, amenities, a physical trail, sustainable and navigation all in place.

Phase 2 - TNI with ORNI will activate the recommendations of the EAGS Walking Framework by selecting 2 'pilot walks' to assess against the essential criteria. TNI and ORNI will then develop an Action Plan for the successful walks and any future development would depend on identification of suitable funding.

Mid Ulster Tourism have proposed Davagh Forest, including Solar Walk, and Seamus Heaney Open Ground, as they meet the essential criteria of having physical trails in place, trail management, amenities, such as, toilets, café hubs, and create a rich visitor experience with AR, board walks and Giant Sculpture. The walks are also inclusive and accessible to all and include Changing Place facilities. TNI have informed us that the pilot walks are currently being selected by ORNI and one of the key selection criteria is alignment to sustainable destination planning. It is anticipated that one will be based on Causeway Coast and the other accessible from Belfast. ORNI have advised that Councils can propose their walks for future assessments and potential next phase EAGS assessment, for which Davagh is already on the list.

Other imminent project outcomes which can support the development of walking trails and signature walks include the Trail Management Template, Brand & Interpretation Guidelines which we will look into.

Wild Adventure Weekend

It is proposed to redevelop the Wild Adventure Weekend under the new Unwinding Time brand. The event, previously held in Spring will possibly run in Autumn following the Sperrin Walking Programme. The weekend brought the outdoor organisations together to develop a schedule of activities and created joint marketing opportunities and promotion through ORNI, TNI, Tourism Ireland, Council destination website and social channels, and by the tourism businesses themselves. The initiative will raise awareness of Mid Ulster as a major outdoor

recreation hub and increase visitor numbers during a quieter period whilst bringing associated economic and social benefits. Subject to Year 23/24 budget allocations and Council approval.

CLOGHER VALLEY CLUSTER REPORT

The Clogher Valley Cluster group is coming to the end of Phase 1. The six-month programme included intense facilitation that focused on four key cornerstones of communications/branding, product development, sustainability, commercial strategies and skills. For each of these cornerstones, further research was undertaken by cluster members (supported by facilitation) with the outcomes presented in February 2023. These outcomes provide the roadmap to proceed with clarity and purpose to raise the profile for Clogher Valley as a tourism destination, thereby generating the associated economic and social benefits.

Overall, phase one has been deemed a success. It has now been agreed that the cluster group will put a proposal together to InvestNI to try to secure funding for Phase 2.

ARCHAEOLOGY, HISTORY AND HERITAGE CLUSTER REPORT

Hidden Heritage Tours 2023

Three Hidden Heritage Tours will be delivered in June and July with the first tour taking place Saturday 3 June visiting Maghera Heritage Centre, St Lurach's Church and the Walled Garden along with other points of interest within the town.

The second tour will take place on the evening of the Summer Solstice, 21 June, at Beaghmore Stone Circles and OM Dark Sky Park and Observatory.

The final tour on Saturday 8 July will feature the Clogher Valley looking at William Carleton and his connections, visiting Clogher Cathedral, The Forth Chapel and Carleton Cottage.

The cost per person per tour is £25. The bus will leave from the Burnavon, Cookstown and booking via the Bridewell, Magherafelt and Council's social media platforms.

Industry update

The trade members have reported that bookings are looking really positive for April and May. A number of the cluster businesses are also attending Meet the Buyer in Belfast.

Report on	Departmental Service Improvement Plan for Chief Executive's Office 2023-2024
Date of Meeting	15 June 2023
Reporting Officer	Colin McKenna, Economic Regeneration Service Manager Paul McCreedy, Strategic Programmes Service Manager Mary McKeown, Tourism Service Manager

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	x

1.0	Purpose of Report
1.1	To consider the <i>draft</i> Departmental Service Improvement Plan for the Economic Development, Tourism & Strategic Programmes Service for the 2023/2024 financial year.
2.0	Background
2.1	In line with corporate performance improvement requirements and to ensure that every service contributes to performance improvement, each service produces an annual improvement plan. In 2023-24 these plans are being presented for Departments as a whole.
3.0	Main Report
3.1	<p>The Economic Development, Tourism & Strategic Programmes Service is a division of the Chief Executive's Department.</p> <p>The Service Improvement Plan for the Economic Development, Tourism & Strategic Programmes Service is contained on Appendix 1.</p> <p>The Plan;</p> <ul style="list-style-type: none"> Identifies the key the priorities for the Economic Development, Tourism & Strategic Programmes Service for the year ahead and seeks to build on the work undertaken during the last year. It highlights the Service's performance against its objectives and planned improvements for 2022-2023.

	<ul style="list-style-type: none"> It sets out a range of new service improvements for the year ahead, placing specific focus on these areas in order to enhance the service we offer to our customers.
4.	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: N/A
	Human: N/A
	Risk Management: N/A
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	Recommendation(s)
5.1	That the Committee accepts the 2023-2024 Departmental Service Improvement Plan for the Economic Development, Tourism and Strategic Programmes Service.
6.0	Documents Attached & References
	Appendix 1 – Chief Executive’s Service Improvement Plan 2023-2024.



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Chief Executive Service Plan Report 2023/24

DEPARTMENTAL SERVICE PLAN - 2023 / 2024

CONTENT

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1.0 OVERALL PURPOSE AND SCOPE OF THE DEPARTMENT

1.1 Purpose and Scope of the Department

Chief Executive Department

The Chief Executive is responsible for the delivery of services across the Council as well as managing the business of the Chair and Deputy Chair. The office also holds responsibility for the following functions:

- Economic Development, Tourism and Strategic Programmes,
- Marketing and Communications and Democratic Services,

The department is headed by Adrian McCreesh, Chief Executive. Fiona McKeown is the Assistant Director for Economic Development, Tourism and Strategic Programmes, while Kate Keys holds the role of Head of Marketing and Communications. An overview of each section follows below.

1.1.1 Economic Development, Tourism and Strategic Programmes

The Economic Development, Tourism and Strategic Programmes Section provides a range of services including economic, tourism, heritage, business development initiatives, skills and employability programmes, nurturing of industry/sectoral clusters, urban and rural regeneration projects and cross border activities.

More recently, a substantial amount of work has been undertaken to progress strategic projects identified within the Mid South West (MSW) Growth Deal and preparation and submission of applications to the Levelling Up Fund. In addition, the Section leads the effective delivery of the Labour Market Partnership (LMP) initiative which has been established to improve employability outcomes and labour market conditions in the region.

The Section also builds strategic alliances with partner organisations to maximise opportunities for the economic growth of the District through leverage of additional funding or support provision. The Economic Development, Tourism and Strategic Programmes staff are located across three main towns Dungannon, Cookstown and Magherafelt

The Tourism section is responsible for the successful leadership and management of Tourism Service in Mid Ulster District Council. Its key functional responsibilities are district wide strategic tourism development, business engagement, visitor servicing from Council sites located at Seamus Heaney HomePlace, Burnavon, Bridewell, OM Dark Sky Park & Observatory, US Grants and Ranfurly House.

1.1.2 Marketing and Communications

The Marketing and Communications service forms part of the Chief Executive's Department and provides strategic and operational marketing and communication services to the Council. Staff within this service are all based within the Magherafelt offices.

1.2 Department Responsibilities

1.2.1 Economic Development, Tourism and Strategic Programmes

Economic Development is specifically responsible for the development, implementation and management of Council's Economic Development, Rural Development, Town Centre & Village Regeneration Strategies and Tourism/Heritage for the District Council area and regularly inputting towards a range of other key strategic local and regional economic development initiatives. Below is a snapshot of what this service delivers:

Economic Development

- Develop and deliver a range of programmes, projects and initiatives to support the economic development of the District on across a range of levels, including business support interventions.
- Identify and bid for sources of funding to resource and support the growth of the Mid Ulster economy.
- Lobby for and identify opportunities for significant infrastructure investments.
- Maximise opportunities for development and inward investment to the District from a range of sources, collaborating with appropriate local, regional, national and European partners and identifying suitable partners as appropriate.

Urban and Rural Regeneration

- Manage, develop and deliver a comprehensive range of initiatives relating to Town Centre Regeneration to support the growth and development of a competitive retail sector across Mid Ulster, eg, Town and Village Spruce Up Schemes, Mid Ulster Gift Card etc.
- Improve townscape quality and maximise the profile of the town centres (Dungannon, Cookstown, Magherafelt, Coalisland and Maghera), including reinforcing the brand identities of the main towns.
- Develop, promote, and deliver a number of key signature events that add vitality and vibrancy to the five Town Centres.
- Identify regeneration priorities from Village Plans as agreed by Council and progress revitalise / regeneration schemes across Mid Ulster's villages.
- Promote and provide support for funding opportunities that become available for rural Mid Ulster monitoring the implementation of approved projects.

Strategic Programmes/Initiatives

- Mid South West (MSW) Growth Deal
- Mid Ulster Labour Market Partnership (LMP)

- Development of Strategic Opportunity Sites (Ann Street and Redevelopment of Maghera High School site)
- Community Planning – Economic Growth Initiatives
- Actions arising from Broadband Sub-Committee
- Levelling Up Fund Maghera.

Tourism/Heritage

- Develop, promote, and deliver Mid Ulster District Councils Tourism Strategy.
- Manage and deliver Visitor Information Services for Mid Ulster through the Visitor Information Centres in Bellaghy, Cookstown, Dungannon and Magherafelt.
- Ensure Tourism delivery becomes more commercially, and customer focussed by maintaining and increasing domestic and international visitors.
- Build and develop relationships with a wide range of stakeholders through business engagement.
- Develop the Tourism Service through the delivery of a programme of innovative activities and experiences that promotes tourism that will make Mid Ulster attractive and competitive.
- Identify sources of external funding opportunities for tourism development, formulating fund bids and liaising with funding bodies to maximise the tourism profile in Mid Ulster.
- Provide guidance and professional advice to Stakeholders and elected members, ensuring clear communication, and delivery of Tourism objectives.

Marketing and Communications

The service develops and delivers external and internal marketing and communications which supports the Council's vision, values and strategic direction.

This includes marketing and communications planning and delivery across departments and services, brand management, the development and content management of multiple digital platforms (web and social media), the management of media relations, delivery of in-house graphic design services and communications support for the Chair, Deputy Chair and Committee Chairs.

1.3 Customers & Stakeholders

Below are details of the wide number of internal and external customers and stakeholders the Chief Executive's department engages with on a daily basis to ensure high quality, inclusive service delivery.

Customers & Stakeholders
<ul style="list-style-type: none"> • Internal: Other Council Departments, Elected Members, Senior Management Team and Staff
<ul style="list-style-type: none"> • External:
<ul style="list-style-type: none"> • Government Departments and Agencies (DfE, DfI, DfC, Invest NI, DAERA)
<ul style="list-style-type: none"> • MSW Growth Deal Councils and associated Project Partners
<ul style="list-style-type: none"> • Local businesses, social enterprises and farmers
<ul style="list-style-type: none"> • Further and Higher Education Providers
<ul style="list-style-type: none"> • Local Enterprise Agencies
<ul style="list-style-type: none"> • MPs and MLAs
<ul style="list-style-type: none"> • Regional sectoral representative bodies
<ul style="list-style-type: none"> • Local and Regional Media
<ul style="list-style-type: none"> • Mid Ulster Labour Market Partnership (LMP), Chambers of Commerce, Town Centre Forums, Regeneration Partnerships
<ul style="list-style-type: none"> • Inward Investors
<ul style="list-style-type: none"> • Community / voluntary sectors
<ul style="list-style-type: none"> • Tourism Northern Ireland
<ul style="list-style-type: none"> • Tourism Ireland
<ul style="list-style-type: none"> • National Trust
<ul style="list-style-type: none"> • Sport NI
<ul style="list-style-type: none"> • Sperrins Partnership
<ul style="list-style-type: none"> • Lough Neagh Partnership and Lough Neagh Rescue
<ul style="list-style-type: none"> • Tourism Trade
<ul style="list-style-type: none"> • Event Organisers
<ul style="list-style-type: none"> • Outdoor Recreation NI
<ul style="list-style-type: none"> • Ulster Scots Agency
<ul style="list-style-type: none"> • ICBAN
<ul style="list-style-type: none"> • Mid Ulster Residents
<ul style="list-style-type: none"> • Council Service Users
<ul style="list-style-type: none"> • Funders

1.4.1 Performance Overview in 2022/23 (Retrospective Review)

Economic Development and Strategic Programmes

2022/2023 Performance Response/ Overview (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
<ul style="list-style-type: none"> Performance Improvement- Corporate Performance Management and Improvement regularly reported through SMT and Council. 	Completed
<ul style="list-style-type: none"> Mid Ulster Town and Village Business Spruce Up Scheme Phase 4 completed- 29 schemes completed (MUDC Grant Aid £104,424.15; Private Sector Leverage £66,378.34) 	Completed
<ul style="list-style-type: none"> NI Business Start Up Programme - due to deliver at least 256 Plans by 31 March 2023, promoting 153 jobs (achieving proposed new Statutory Target). 	Due to be completed in September 2023
<ul style="list-style-type: none"> Four Business Support Programmes ongoing delivery (support due to complete February 2023) <p>(Programmes funded: 60% EU/ERDF, 20% Invest NI, 20% Council)</p> <ul style="list-style-type: none"> - Gearing for Growth Programme - Tender Ready Programme - Digital First Programme - Transform Programme - <p>695 business places taken up (of target 690) to receive support by end date of February 2023 (targets currently undergoing collation and will be subject to external Evaluation 2023/24)</p>	Completed

<ul style="list-style-type: none"> - 189 new jobs created - 34 referrals to Invest NI • Mid Ulster Social Enterprise Programme currently supporting 14 new and existing social enterprises (target of 40 to be supported by September 2023) 	
<ul style="list-style-type: none"> • ESF Match Funded Projects - SUSE Project (South West College) - Women Towards Education and Employment (First Steps Women's Centre) - Project 'VERVE' (NOW Group) - Exploring Enterprise Programme (Enterprise NI with the 3 Mid Ulster Enterprise Agencies) - (Programme participant figures and targets not available until April 2023) 	Completed
<ul style="list-style-type: none"> • Mid Ulster Village Renewal Scheme - £3.75m in grant aid from DAERA, additional match funding from Council, - Total investment of £5.9m across the 50 village renewal projects in Mid Ulster - Final Group 6 (Finalising leases) was completed in January 2023 to value of £120,665.25 	Completed
<ul style="list-style-type: none"> • Closure of Rural Local Action Group - Post project evaluations have been completed. 	Completed
<ul style="list-style-type: none"> • Mid Ulster Enterprise Week (14-18 November 2022) - The theme of this year's Mid Ulster Enterprise Week was Adapt, Evolve, Overcome. Throughout the week 13 free events took place with over 370 persons participating both online and in person. 	Completed

<ul style="list-style-type: none"> • Mid Ulster Town & Village Business Spruce Up Scheme - In the financial year 2022-2023, under Phase 4, 29 applicants accepted Letters of Offer and completed works to the value of grant aid of £104,425.15. - Phases 1 to 4 has resulted in £699,454.52 of Grant aid awarded to 200 properties across the Council area. The private sector leverage amounts to £427,097.85 for the entire Scheme. 	Completed
<ul style="list-style-type: none"> • Urban Regeneration Initiatives – Coalisland - Coalisland Public Realm Scheme was completed at a total cost of £4.27m. Funding supplied by the Department for Communities (DfC) and Mid Ulster District Council. - DfC approved a revitalisation scheme for Coalisland Town Centre to the value of £250,000, which followed after the completion of Coalisland Public Realm Scheme. This project was 100% funded by DfC and contains the following initiatives: - - Festive Lighting Campaign (Approx. £80,000) - Marketing & Branding (Approx. £25,000) - Lineside Environmental Improvement Scheme (Approx. £145,000) 	Completed
<ul style="list-style-type: none"> • Mid Ulster Gift Card - To date 200 businesses have registered/pending across the district. - Number of cards loaded 2,436 - Value on cards purchased £57,325 	Ongoing
<ul style="list-style-type: none"> • Mid Ulster Rural Business Development Scheme (RBDS) - The Rural Business Development Scheme funded under the DAERA Tackling Rural Poverty and Social Isolation (TRPSI) - 136 Letters of Offer issued to the value of £478,099 	Completed
<ul style="list-style-type: none"> • Reduced Christmas Car Parking Charges 	

<ul style="list-style-type: none"> - As in previous years Dungannon & Magherafelt benefitted from reduced Christmas Car Parking charges over the Christmas period. 	Completed
<ul style="list-style-type: none"> • Levelling Up Fund (LUF) <p>Council submitted four applications to the Levelling Up Fund Round 2 to support economic growth and drive regeneration in Maghera. Maghera Regeneration Project was successful and was awarded £9 million.</p>	Project to commence 2023-24
<ul style="list-style-type: none"> • Granville Industrial Estate, Dungannon <ul style="list-style-type: none"> - As a result of Council lobbying, DfI Roads invested approximately £600,000 into improving and enhancing the road infrastructure within Granville Industrial Estate as well as a major carriageway and footway resurfacing scheme between Granville and Dungannon. - Consideration of strategic and connectivity road improvements in Granville. 	<p>Two Schemes completed in December 2022.</p> <p>Options Study /Masterplan completed by DfI.</p>
<ul style="list-style-type: none"> • Shared Island Funding (SIF) <ul style="list-style-type: none"> - Council partnered in three cross-border projects which bid into the Shared Island Local Authority Development Fund. - The projects will see collaborative cross-border investment with border Councils including Cavan, Monaghan and Leitrim, as well as northern partner Councils in Fermanagh and Omagh and Armagh City, Banbridge and Craigavon. - The projects include a feasibility study for ringforts at Tullyhogue and Killahurk, the development of sectoral SME innovation clusters and cross-border collaborative networks and a development study for sustainable tourism and outdoor recreation at Sliabh Beagh. 	<p>€505k funding through the Shared Island Local Authority Development Fund.</p> <p>Three Cross-Border Projects to be completed in September 2023.</p>

<ul style="list-style-type: none"> • Mid Ulster Labour Market Partnership - Develop and submit a Mid Ulster LMP Action Plan 2022-23 to the Department for Communities (DfC) for funding. 	<p>Letter of offer for £368,009.25 received from DfC to deliver Action Plan. Additional £50k secured from Department for Economy.</p>
<ul style="list-style-type: none"> • MSW Growth Deal - Complete Mid South West Pilot Business Innovation Programme. 	<p>Programme delivered and evaluation completed supporting 180 businesses across the region.</p>

1.4.2 Tourism Performance Overview in 2022/23 (Retrospective Review)

2022/2023 Performance Response/ Overview – Tourism (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
<p>Broadened the visitor appeal of the Council’s visitor attractions by increasing the visitor footfall through experience development at OM Dark Sky Park & Observatory, Hill of the O’Neill and Seamus Heaney HomePlace.</p> <p>Funding secured through Tourism NI’s Market Led Product Development Programme to enhance experiences and these were trialled by 31 March 2023. This included the Banquet on the Hill, Moss Wall at Seamus Heaney HomePlace and a new OM Odyssey Light Projection Show.</p>	Completed
<p>Delivery of Mid Ulster’s Five Year Tourism Strategy.</p> <p>As a result of the success of seasonal Staycation campaigns, the MUDC Tourism Strategy maintained its focus to the staycation market with seasonal campaigns which attracted the ROI and domestic market. The campaigns were expanded to include the GB, American and European markets as Covid restrictions were eased.</p>	Completed
<p>Increased awareness of the new Visit Mid Ulster brand and exposure through various digital platforms, including Tourism NI’s ‘Embrace a Giant Spirit’ website and the destination website www.visitmidulster.com</p> <p>Continuous development and maintenance of the tourism website, ‘Visit Mid Ulster Unwinding Time’. A new touchscreen has been installed in Coalisland town centre. Content is live fed from the visitmidulster.com website.</p>	Completed

<p>Increased attendance at trade and consumer shows.</p> <p>Tourism staff attended nine national and international trade and consumer shows across Ireland, UK and Europe.</p>	Completed
<p>Delivered a series of events, Hidden Heritage, Great Days Out and a Hill Walking Programme to increase economic spend and overnight stays.</p> <p>Another successful Hidden Heritage programme ran from June to September 2022 across the district which attracted the staycation market. In September 2022 the Sperrins Hillwalking Programme took place, following the success of this a further hill walking programme is scheduled to take place again in 2023/24. The Great Days Out initiative showcased over 40 tourism businesses to 80 group organisers at an event in 2022.</p> <p>Draft new Heritage Plan prepared.</p>	<p>Completed</p> <p>Nearing Completion</p>
<p>Provided industry knowledge and training to local businesses through social media, mentoring and collaborative working.</p> <ul style="list-style-type: none"> • Fortnightly Ezine was distributed to 380 businesses. • Live WhatsApp engagement 180 businesses. • Delivered eight in-house business mentoring in addition to Tourism NI's TED programme to 160 tourism businesses. • Three active clusters with up to 50 businesses collaboratively working with Invest NI. • Hosted six meetings with Tourism Development Group 	Completed
<p>Upgrading of CCTV and new storage area at Bridewell Visitor Information Centre in Magherafelt</p>	Work completed March 2023.
<p>Service Level Agreements and Partnerships</p> <p>Service Level Agreements in place with Lough Neagh Partnership and Lough Neagh Rescue Partnership Agreement in place with Sperrins Partnership</p>	<p>Completed (ongoing)</p> <p>Completed (ongoing)</p>

1.4.3 Marketing and Communications Performance Overview in 2022/23 (Retrospective Review)

2022/2023 Performance Response/ Overview – Marketing and Communications (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
<ul style="list-style-type: none"> • The service committed to build on the foundation of our marketing and communications planning by reviewing and refining our evaluation activity, agreeing measures at the planning stage and actions at the end delivery stage with our internal clients, who to date this year have included Economic Development, Tourism, the Mid Ulster LMP and Corporate Events. • The service led on a field market research project focusing on summer and Halloween events, and evidence from the resulting reports and our own service evaluations were used to feed into a wider events evaluation to help improve our approach to our delivery and to assist internal clients to make informed decisions about the future design and delivery of their events to ensure a cycle of continuous improvement. 	Completed
<ul style="list-style-type: none"> • The service committed to develop and deliver the 2022-2023 annual marketing plan for OM Dark Sky Park and Observatory. • A review of previous activity was completed, and the service met with the facility manager to agree approach and tactics. • The further development of a formal marketing and communications plan for 2022-2023 was paused early in the year, as the service faced significant challenges as a result of reductions to its staffing levels due to recruitment difficulties and resignations impacting on available capacity from the start of Q2 onwards. In addition, significant periods of industrial action in Q1 	Commenced

2022/2023 Performance Response/ Overview – Marketing and Communications (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
<p>and Q2 meant that internal and external communications to address the resulting requirements were prioritised during this time.</p> <ul style="list-style-type: none"> The service has, however, continued to support the facility in its tactical marketing activity as the year progressed, providing support and advice on social media strategy and content, online presence, and promotion/advertising. The service has also contributed significantly to the ongoing marketing of the facility through supporting the tourism service with the creation of seasonal marketing campaigns on the new destination website www.visitmidulster.com which have featured Davagh and its entire visitor experience package. 	
<ul style="list-style-type: none"> The service committed to continue to create and deliver integrated communication plans for the Council's capital investment programme. <p>In the course of the year, the service delivered communications plans for a leisure and outdoor recreation focused investment programme, including the transformation of Iniscarn Forest, as well as other projects including the Shared Space Works in Coalisland, the significant redevelopment and upgrading of Maghera Recycling Centre, the Connecting Pomeroy Project, and a myriad of other smaller, but significant local investments in play parks and community facilities.</p>	Completed
<ul style="list-style-type: none"> The service committed to the introduction of a social media management tool to streamline our publishing and response to enquiries and to introduce an email marketing tool and standardised approach to email marketing across our services and in our planned communications to increase engagement and trust in our online services. 	

2022/2023 Performance Response/ Overview – Marketing and Communications (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
<ul style="list-style-type: none"> • Work on any new social media and email marketing tools paused this year to allow the development of the Council's new Digital Transformation Strategy to progress, given this will impact on the tools which the service uses to manage social media, as well as other aspects of digital marketing. The improvement will now roll into 2023-2024 for action through the new strategy's implementation. • Meanwhile, the service has supported the Economic Development service to implement a new email marketing tool to increase the effectiveness and efficiency of the Council's direct business to business engagement, marketing and communications. It has also provided support to OM Dark Sky Park and Observatory to set up and implement a new email marketing tool to assist in communicating with its audience and generating additional earned income through event and workshop promotion. 	<p>Paused</p>
<ul style="list-style-type: none"> • The service committed to contributing to the outcomes identified in our new Digital Transformation Strategy • Work has been completed by the service to assist with the implementation of a new birth registration online booking system. This is a brand-new customer focused, digital booking system, readily accessible 24/7, which improves and simplifies current birth registration processes and provides a better service to the customer, as well as streamline internal processes. • Work has also been carried out with the Planning Environment and Conservation team to complete the publication of new Tree Preservation Order / Written Consent for Tree Works online request forms, improving customer service and improving internal processes. 	<p>Completed</p>

2022/2023 Performance Response/ Overview – Marketing and Communications (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
<ul style="list-style-type: none"> • The service supported leisure by leading on the development of and rolling out of online booking approaches to submitting children's swimming lesson expressions of interest and piloting an online booking form for birthday party bookings in Cookstown Leisure Centre. • The service team continue to use Silktide, a web governance platform to help manage and improve web accessibility, to meet legislative requirements set out by the Web Content Accessibility Guidelines (WCAG). Following a review of the Council's website by the Cabinet Office in March 2022, and extensive work by the team, the site has achieved the top score for web accessibility in Northern Ireland and is currently positioned 31st place in the UK. • The service continues to support the Tourism Service by providing website support and advice on their online presence, through their destination management system and content management systems, social media strategies and promotion/advertising campaigns. 	
<ul style="list-style-type: none"> • The service committee to continue to contribute to the Council's strategic priority to reduce our dependency on landfill through waste reduction and increased recycling and recovery. • Work has been completed by the service to support a number of recycling and waste campaigns throughout the year, including: <ul style="list-style-type: none"> ○ Recycle Week which took place from 17 – 23 October. Through this campaign we encouraged residents to 'get real' about recycling by ensuring they were recycling the correct waste items in the correct bins. The campaign was profiled and promoted in the local press, Council website news and recycling section and on our social media channels. 	Completed

2022/2023 Performance Response/ Overview – Marketing and Communications (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
<ul style="list-style-type: none"> ○ A Halloween recycling social media campaign encouraging residents to make sensible recycling choices at Halloween including choosing to make hand-made decorations and recycling the pumpkin waste created after carving your pumpkin. The campaign ran on the Council's social media channels at the end of October and right through Halloween. ○ European Week for Waste Reduction which took place from 19 – 27 November. Through this campaign we encouraged residents to be more sustainable with their textiles and footwear. The campaign was profiled and promoted in the local press, Council website news and recycling section and on our social media channels. ○ A Christmas recycling social media campaign which ran from 5 December 2022 – 3 January 2023. Through this campaign we encouraged and reminded residents to make sensible recycling choices at Christmas including recycling all glass bottles and jars in the blue bin and bringing real Christmas trees to one of our recycling centres when you took it down to be recycled into compost. ○ Recycle – Refresh – Renewed campaign which ran over December and January. Through this campaign we made residents aware that the Council now provided this service which saw old, large electrical appliances such as cookers, hobs, ovens, washing machines, tumble dryers and dishwashers, repaired, refurbished and then resold. The campaign was profiled and promoted in the local press, Council website news and recycling section and on our social media channels. • The reopening of Magherafelt Recycling Centre in December following its £1.7M refurbishment. We updated residents through every stage of the refurbishment including temporary closures to allow for works and the establishment of a temporary facility on site to allow residents to continue to use the centre throughout the refurbishment works. Through 	

2022/2023 Performance Response/ Overview – Marketing and Communications (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
<p>this communication, residents were kept informed and reminded of the state-of-the-art facility they would benefit from when works completed and the centre reopened. Work on this significant project was communicated in the local press, Council website- news and recycling centre sections, and on all our social media channels.</p> <ul style="list-style-type: none"> • We continue to support the Big Spring Clean initiative. Through this campaign we make residents aware that the Council provides support to those organising a Big Spring Clean by loaning the litter pickers, litter bags and by collecting and disposing of all the litter collected afterwards. We also profile all Big Spring Clean efforts in the district by sharing them to our social channels and acknowledging the group/s taking part. We support the campaign by issuing our own news release and pic to the local press, publishing on the Council website news and recycling sections and profiling on our social media channels. 	

2.0 IMPROVING OUR SERVICES AND MANAGING PERFORMANCE - 2023/24

The following tables confirm the resources, financial and people, which the Department has access to throughout 2023-24 to deliver its actions, activities and core business.

2.1 BUDGET 2023/24

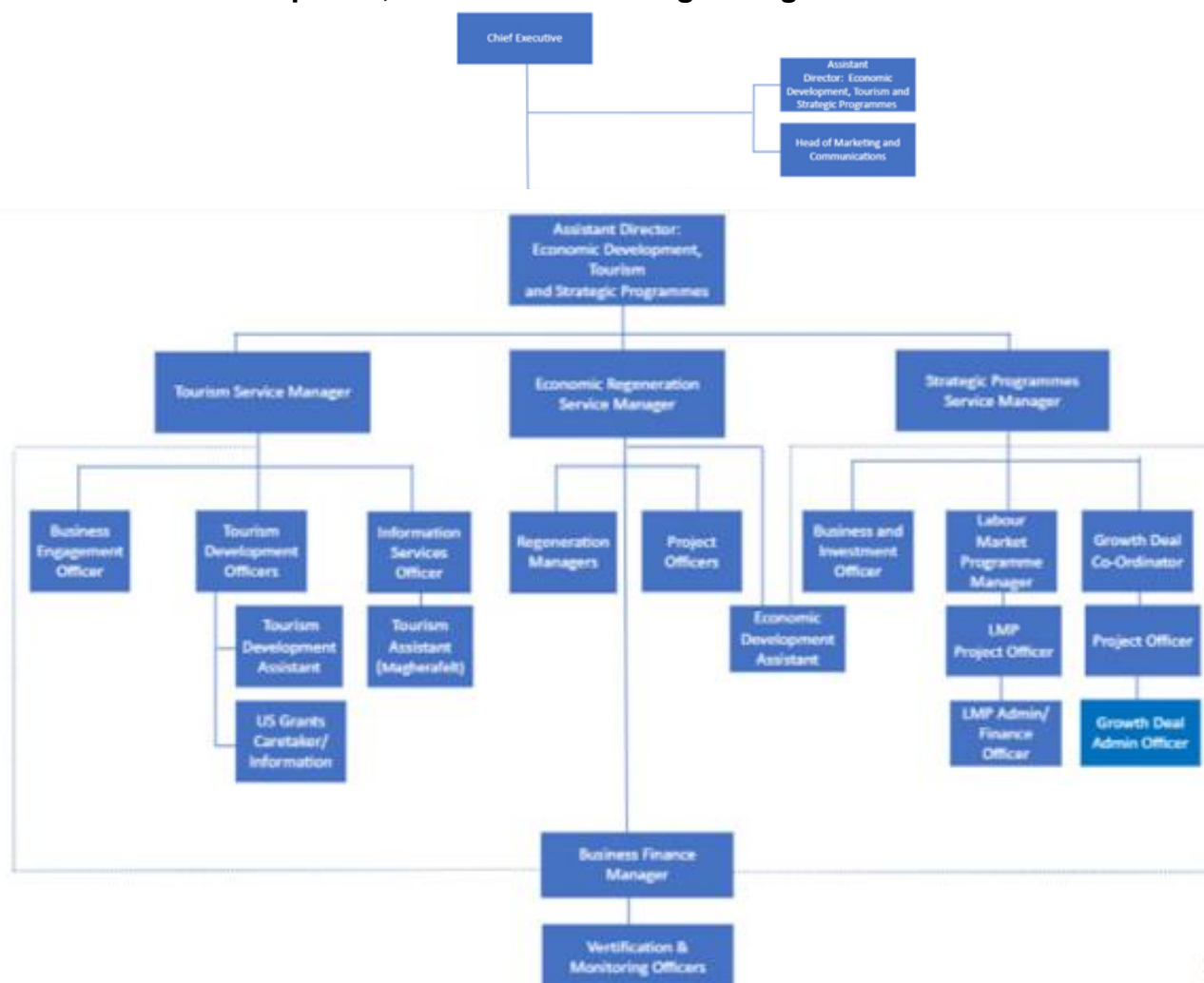
Economic Development and Strategic Programmes	£
General Economic Development	1,021,334
Town Strategy	474,044
Gross Budget	1,495,378
Income	0
Net Budget for 2023-24	1,495,378

Tourism	£
Bridewell	99,004
Tourism General	416,728
US Grants	9,825
Gross Budget	525,557
Income	58,018
Net Budget for 2023-24	467,539

Marketing and Communications	£
Salaries / Staff Costs	297,908
Printing / Publications	20,000
Stationery Supplies	92
Advertising	21,000
Promotional materials	22,000
Licences	5,200
Fees	3,000
Subsistence	200
Gross Budget	369,400
Income	0
Net Budget for 2023-24	369,400

2.2 CHIEF STAFFING COMPLEMENT/DEPARTMENT 2023/24

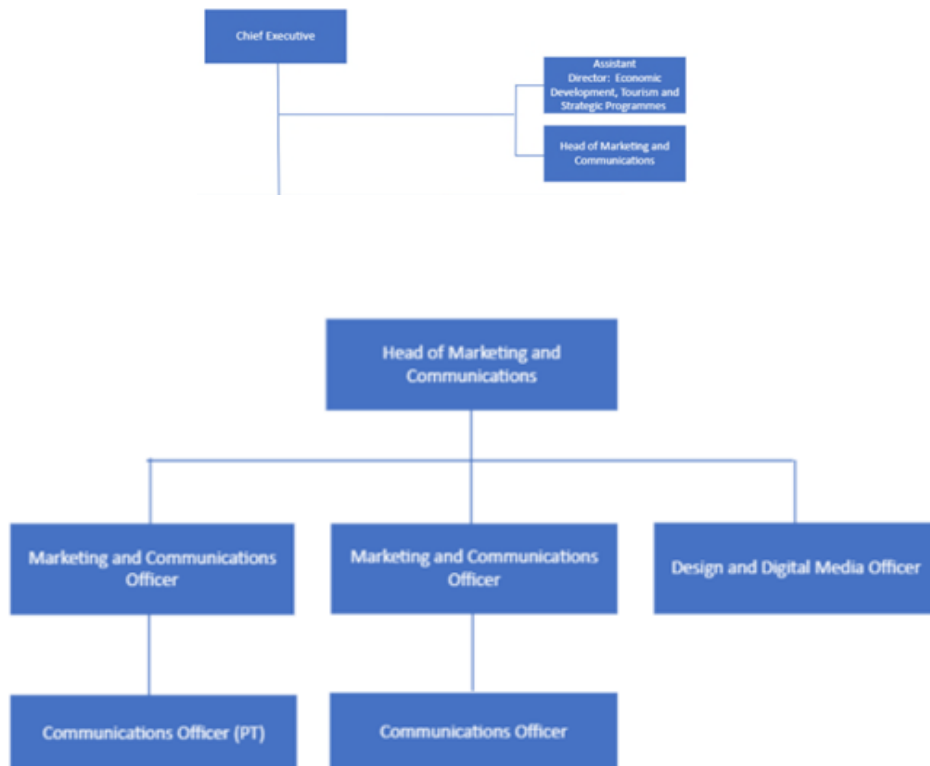
Economic Development, Tourism and Strategic Programmes



5

Assistant Director	1
Service Managers	3
Economic Regeneration	
Managers	4
Officers	7
Remaining Team	1
Sub-Total	10.52
Tourism	
Officers	3.3
Remaining Team	1.9
Sub Total	7.2
Strategic Programmes Section	
Managers	2
Officers	3
Remaining Team	2
Sub Total	7
Total Staff Within EDT&SP	28.6

Marketing and Communications



Staffing	No. of Staff
Assistant Director	
Head of Service	1
Managers	2
Officers	2.5
Remaining Team	
Total	5.5

2.3 SERVICE WORK PLAN - 2023/24

This plan confirms the core activities and actions, which will form your Department (by Services) or Departmental Service Work Plan for 2023-24.

This is a high-level capture of the Department and the Service activities/measures as well as some improvement undertakings which the services will focus on throughout 2023-2024.

The Plan links to the Council's:

1. 2020-2024 Corporate Plan priorities,
2. Annual Corporate Performance Improvement (PIP plan)
3. Corporate Improvement Project Plans (CIP's)
4. Statutory Indicators,
5. Corporate Health Indicators and
6. Mid Ulster Sustainable Community Plan themes & outcomes (aligned to the Programme for Government):

Mid Ulster District Council's Improvement Objectives for 2023 to 2025 are:

1. Mid Ulster District Council will seek to reduce the environmental impacts of our own activities and will contribute to the improvement of the wider environment through local action.
2. We will ensure a more connected Mid Ulster where new technologies and ways of working, empower citizens to get the best services that matter to them.
3. To create cleaner neighbourhoods, where everyone takes responsibility for their waste and environment.
4. We will contribute to the on-going regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people.

2.3.1 Services Work Plan 2023/24 – Economic Development, Tourism and Strategic Programmes

Service Name: Economic Development and Strategic Programmes					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 1.1 Economic Growth - We prosper in a stronger & more competitive economy</i>		<i>Economy: 3.2 We will continue to build on our work to generate business diversification, innovation & expansion & increase in employment opportunities</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Deliver the 2023 Rural Development Grants Scheme (TPRSI)	Full commitment of funding allocated circa £140,000	31/03/24	Economic Regeneration Service Manager	Positive impact on business recovery through sustaining employment and increasing turnover	Evaluation report prepared

Service Name: <u>Economic Development and Strategic Programmes</u>					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 1.3 Economic Growth - Our Towns & Villages are vibrant & competitive</i>		<i>Leadership: 1.3 We will work collectively to meet the identified needs and priorities of our citizens & connect the people of Mid Ulster</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Marketing & Promotion of Dungannon, Cookstown, Magherafelt Coalisland and Maghera	<ul style="list-style-type: none"> Town Centre Marketing Campaigns across the five towns to promote: Seasonal Promotional Campaigns 	31/03/24	Regeneration Managers	Raise profile of the five town centres.	<ul style="list-style-type: none"> Number of seasonal promotional campaigns delivered.

	<ul style="list-style-type: none"> • Shop Local Campaigns • Mid Ulster Gift Card • Promotion of Town Brands 				<ul style="list-style-type: none"> • No. of shop local campaigns delivered. • No. of participating businesses • Value of Mid Ulster Gift Cards purchased and redeemed. • A range of branded merchandise will be purchased for town centre promotion
Delivery of Strategic Events	<p>Calendar of events in five town centres:</p> <ul style="list-style-type: none"> • Walled Garden Maghera Halloween in Dungannon • Halloween in Coalisland • Christmas Lights Switch On in Cookstown • Christmas Kingdom and Switch On in Dungannon • Christmas Market and Switch On in Magherafelt • Christmas Lights Switch On in Coalisland 	31/03/24	Regeneration Managers	Increase civic pride and footfall across five towns.	Delivery of eight town centre events in the five towns during 2023/24

	<ul style="list-style-type: none"> Christmas Lights Switch On in Maghera 				
Business Support / Attracting Investment	<ul style="list-style-type: none"> Reducing Dereliction and Vacancy Levels across Mid Ulster <i>(Subject to attaining funding)</i> Mid Ulster Gift Card 	31/03/25	Regeneration Managers		<p>Application to DfC to secure funding to conduct a pilot Empty to Occupied Scheme</p> <p>No. participating businesses Value of Mid Ulster Gift Cards purchased and redeemed.</p>
Physical Regeneration / Improving Infrastructure	<ul style="list-style-type: none"> Delivery of LUF Maghera Regeneration Scheme (Inc. Maghera Public Realm Scheme, Maghera High School Site & Maghera Wetlands Park) Place Shaping Plans <i>(Subject to attaining funding)</i> 	<p>31/03/25</p> <p>31/03/25</p>	Regeneration Manager	<p>Increase the overall viability and vitality of the town centre.</p> <p>Provide a fresh strategic framework for place based economic growth and regeneration in the three main towns.</p>	<p>Delivery of scheme.</p> <p>Place Shaping Plans for Dungannon, Cookstown and Magherafelt completed by end of Q4 2025/26.</p>
	<ul style="list-style-type: none"> Cookstown Market 	31/03/25	Regeneration Manager	Enhance the operations, delivery and aesthetics of the Cookstown Market	<p>No of Market Stalls</p> <p>Footfall within the Market</p>

Service Name: <u>Economic Development and Strategic Programmes</u>					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 1.1 Economic Growth - We prosper in a stronger & more competitive economy</i>		<i>Economy: 3.4 We will continue to identify opportunity sites for development proposals & to deliver against existing plans for other key strategic sites (Ann Street- Dungannon & former Maghera High School site.)</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Develop Town Centres	<ul style="list-style-type: none"> Potential Development of Town Centre Sites 	31/03/24	Regeneration Managers	Improved perception of Council area as an investment location.	By end of Q4 2023/24 Economic appraisals prepared for one potential town centre development sites.
	<ul style="list-style-type: none"> Continue to progress development of key opportunity sites – Maghera High School 	31/03/24	Strategic Programmes Service Manager	Increased private sector investment in Mid Ulster.	Planning permission secured for Maghera High School site by Q2/3
	<ul style="list-style-type: none"> Continue to progress the Ann Street Development site, Dungannon 	31/03/24	Strategic Programmes Service Manager	Increased private sector investment through redevelopment of a long-term vacant site.	Agreement for lease completed, anchor tenant secured and Planning application submitted by Q2

Service Name: <u>Economic Development and Strategic Programmes</u> :					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 1.1 Economic Growth - We prosper in a stronger & more competitive economy</i>		<i>Economy: 3.2 We will continue to build on our work to generate business diversification, innovation & expansion & increase in employment opportunities</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Business Start & Entrepreneurship	<p>Deliver the requisite number of approved business plans for start-ups to achieve current Statutory Jobs Target (210*) & new Statutory Target</p> <p>*The new agreed amended lower Stat target of 153 (job creation) was not adopted before the Assembly dissolved; DfE advised the NIAO currently require Councils to report on <i>both</i> targets/standards (ref DfE letter 12/5/22) in the interim. April-Sept 2023: delivery via current NIBSUP Sept 23- Mar 24: delivered via new Enterprise Support Service</p>	31/03/24	Business & Investment Officer	Support service to budding entrepreneurs to develop a client-led business plan	<p>210 jobs promoted - 350 approved client business plans completed (pa)</p> <p>*To change to target of 153 jobs created (see column 2) via 256</p>
Business Growth & Sustainability	Deliver and manage growth support to 100 businesses /social enterprises	31/03/24	Business & Investment Officer	Building the sustainability, growth, and job creation potential of Mid Ulster businesses/social enterprises	100 businesses / social enterprises supported (pa)

	Participate in the 3-year NI Regional Digital Transformation Flexible Fund ('DTFF') led by Newry, Mourne & Down District Council. 40 Mid Ulster businesses to avail of funding in year 1		Business & Investment Officer	The DTFF will provide funding to businesses to implement digital transformation measures	50 jobs created (pa) 40 businesses to avail of funding opportunity to deliver digital transformation measures
Industrial land and serviced sites	Develop short and medium-term options for addressing lack of industrial land and serviced sites in Mid Ulster. Identify pilot project and explore potential funding opportunities in partnership with Invest NI.	31/03/24	Strategic Programmes Service Manager Business & Investment Officer	Ensure an appropriate supply of employment land and premises.	Identify Pilot Project and secure funding for an intervention.
Identify funding opportunities to support investment in strategic Council projects	Work closely with central government and key stakeholders and develop funding bids for prioritised projects.	31/03/24	Business & Investment Officer	Potential to leverage financial investment into Mid Ulster	Two funding bids submitted for strategic projects
Promote Mid Ulster as an investment location	Develop online and hard copy materials/collateral to promote Mid Ulster as an attractive investment location.	31/03/24	Business & Investment Officer	Increased opportunity to attract external investment into Mid Ulster	No of expressions of interest from external investors

Service Name: <u>Economic Development and Strategic Programmes</u>					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 1.1 Economic Growth - We prosper in a stronger & more competitive economy</i>		<i>Economy: 3.3 We will continue to support the work of our partners including the Mid Ulster Skills Forum, to address employability/skills to ensure existing & future needs of our region's business base are met.</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Supporting Employability and Skills	Deliver a Mid Ulster LMP Contingency Plan 2023-24 (due to funding cuts announced by Dept for Communities in May 2023).	31/03/24	LMP Manager	Employability outcomes and labour market conditions improved by a stronger co-ordinated, multi-agency approach.	100% progress of no. of assigned actions from the Contingency Plan 2023-24 delivered.
	Effectively deliver Job Fairs which connect local people to local jobs.	31/03/24	LMP Manager	Addressing industry needs for skilled labour.	Three local job fairs successfully delivered.
	Support MEGA in the delivery of a three-year Strategic Action Plan 2022-25.	31/03/24	Strategic Programmes Service Manager	Contribute to the economic growth and sustainability of the manufacturing and engineering sector.	100% progress on funded actions detailed in SLA Employability & Skills Scoping Study and Action Plan developed
	Support the Mid Ulster Construction Cluster with an application to Invest NI to secure funding to deliver a Three-Year Action Plan.	31/03/24	Strategic Programmes Service Manager	Contribute to skills and labour challenges facing the construction sector.	Application submitted to Invest NI by Q2.

Service Name: Economic Development, and Strategic Programmes					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 1.1 Economic Growth - We prosper in a stronger & more competitive economy</i>		<i>Economy: 3.1 We will develop and deliver, Mid/South/West Regional Economic Strategy in collaboration with Council Partners- ABC & Fermangah Omagh</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Complete Business Cases for Council led interventions as part of MSW Growth Deal.	Complete Five Case Model Business Cases for potential Growth Deal interventions:- <ul style="list-style-type: none"> Desertcreat Sperrins /Slieve Gallion 	30/06/23	Assistant Director, Economy, Tourism & Strategic Programmes	Potential availability of significant funding to implement key MSW interventions within Mid Ulster.	Two Business Cases (SOC's) completed.
	Work with DfI and other stakeholders to progress delivery of the A29 Cookstown Bypass.	31/3/24	Assistant Director, Economy, Tourism & Strategic Programmes	Improved transport connectivity in Mid Ulster	Scheme at Draft Orders Stage and statutory consultation.
	Continue to lobby for the inclusion of a bypass for Dungannon in the RSTNTP.	31/3/24	Assistant Director, Economy, Tourism & Strategic Programmes		Scheme included in RSTNTP

MSW Fast Followers Collaborative Programme	Support the delivery of Year One of the Programme within the Mid Ulster area	31/3/24	Strategic Programmes Service Manager	Improved Net Zero skills and capability among local businesses in Mid Ulster.	MSW Net Zero Innovation & Delivery Officer appointed 100% progress on actions contained in the agreed Project Plan (Year 1)
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Service Name: Tourism					
			Align to Corporate Plan Theme		
<i>CMP 1.1 Economic Growth - We prosper in a stronger & more competitive economy</i>			<i>Economy: 3.2 We will continue to build on our work to generate business diversification, innovation & expansion & increase in employment opportunities</i>		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Increased occupancy figures and visitor numbers to the district	<p>Deliver upon the objectives within the Mid Ulster Council Tourism Strategy (Reviewed 2019).</p> <p>To review and update the Mid Ulster Council Tourism Strategy in line with the draft Tourism NI – Northern Ireland Domestic Tourism Strategy.</p> <p>To review and update the Mid Ulster Council Tourism Strategy to reflect the new Visit Mid Ulster Unwinding Time brand and align with Tourism NI's brand experiences 'Embrace a Giant Spirit.</p> <p>Increase destination digital presence via website and social media platforms.</p>	31/03/2024	Tourism Service Manager and Tourism Team	<p>To deliver the objectives outlined in the MUDC tourism Strategy (Reviewed 2019).</p> <p>Strategic alignment with the council and national brand.</p> <p>Reinforce the national and local tourism brands.</p> <p>Increased staycation and out of state offering.</p>	<p>Analyse figures from Mid Ulster Council Tourism web site and social media platforms.</p> <p>Carry out ongoing perception research.</p> <p>NISRA tourism visitor statistics.</p> <p>Visitor monitoring results</p>

Service Name: Tourism					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
CMP 1.2 Economic Growth - We have more people working in a diverse economy		Economy: 3.6 We will work to deliver tourism investment and employment concentrating on Mid Ulster's three identified tourism strands			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Improved engagement and support with the Tourism and Hospitality sector	<p>Develop a portfolio of systems and communications channels to keep the tourism sector informed and to ensure that they receive the latest and most current business information.</p> <p>Develop a series of webinars to support and inform the sector.</p> <p>Develop our new Taste Mid Ulster food and drink offering, upskilling the hospitality industry.</p> <p>Deliver programmes that will support and create opportunities for the sector under one or more of the 'Embrace a Giant Spirit' experiences.</p>	31/03/24	Tourism Service Manager and Tourism Team	<p>Greater and more focused support for the tourism & hospitality business sector.</p> <p>Supporting and developing new local experiences under the 'Embrace a Giant Spirit' branding.</p>	<p>20% increase business participation on Council digital and social media tourism channels</p> <p>Develop and deliver 2 new 'Embrace a Giant Spirit' brand aligned experience.</p> <p>Measure increased tourism traffic to website and social channels.</p>

Attain funding for Tourism Projects and experiences	<p>Progress and implementation of schemes : -</p> <ul style="list-style-type: none"> • Bid for funding (MSW, DAERA, Shared Island, Tourism NI, Tourism Ireland). • Design programmes of work established and agreed. 	01/04/23 - 31/03/24	Assistant Director, Tourism Service Manager, Strategic Projects Manager,	Produce high quality, innovative and immersive experiences/attraction that will increase visitor numbers and investment.	<ul style="list-style-type: none"> • Identify Funding sources • SOC (Strategic Outline Case) completed for the MSW Tourism project
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Service Name: Marketing and Communications

Service Name: Marketing and Communications					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
CMP 3.3 Education & Skills - We are more entrepreneurial, innovative & creative			Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures) clear measurement e.g. %, #, £, date etc.
Implement Digital Transformation Strategy communications actions	In partnership with all Council services, review the content on our website as we improve each of our services, removing content that is underused or not focused on residents' needs.	Ongoing until 31 March 2024	M&C Manager Design & Digital Officer	Users can understand our website so that they do not need to contact us if we put the information online.	% increase in visitor numbers to the website by end of Q4
	Introduce an email marketing tool and standardised approach to email marketing across our services and in our planned communications to increase engagement and trust in our online services.	By 30 June 2023	M&C Manager Design & Digital Officer	Our residents, businesses and visitors are aware of our activities and trust us because we communicate effectively via email and social media.	4 Corporate email newsletters delivered by 31 March 2024 (June, Sept, Dec, March)

Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children</i>		<i>Environment: 4.2 We will continue to promote and protect our environment through our environmental and anti-littering programmes of education, awareness-raising and enforcement.</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Develop and deliver a Sustainable Communications Plan to support Council's sustainability and climate change programme.	Develop and produce Sustainability and Climate Change Communications Strategy for 2023 – 2025, including action plan, monitoring and evaluation.	31/05/2023	M&C Manager	Sustainability and Climate Change Communications Strategy approved by	30/06/2023
Successful engagement of both sustainability peers and experts through actioned evidence and profiling, as well as the wider public through coherent sustainability narratives.	Deliver action plan to profile Council wide efforts towards achieving sustainability and climate change goals to include quarterly and annual evaluation.	31/03/2024	M&C Manager / Communications Officer	Quarterly and annual evaluations quantifying work completed by	31/03/2024
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Develop and deliver an integrated marketing and communications plan to address dog fouling and littering hotspots.	Develop and produce a communications plan for approval by EH service and Committee by	30/6/2023	M&C Manager / Communications Officer (Corporate Lead)	Residents are supported to reduce dog fouling in their neighbourhoods. Dog owners are aware of the	Evaluation completed by 31/03/24 Campaign to contribute to a

				need to be responsible for addressing the issue.	50% reduction in dog fouling at key Council owned hotspots.
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 2.1 Infrastructure - We are better connected through appropriate infrastructure</i>		<i>Service Delivery: 2.2 We will invest in our people to create a customer-focused, purposeful, skilled, high performing, engaged, healthy and safe work space.</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Develop and deliver an internal communications strategy and action plan that connects, engages and brings together all Council staff.	<p>Develop and produce internal communications strategy including action plan, monitoring and evaluation.</p> <p>Complete staff survey to provide benchmark evaluation metrics</p> <p>Deliver action plan by</p>	<p>30/06/23</p> <p>15/09/23</p> <p>31/03/24</p>	M&C Manager / Communications Officer	Effective internal communications have a role to play in helping the Council achieve all its objectives, creating not just a flow of information about key corporate issues, projects and events, but also an environment where employees know their views are sought, listened to, considered and valued – where our staff feel engaged.	<p>Evaluation metrics will focus on an annual increase in:</p> <ol style="list-style-type: none"> 1. communication effectiveness scores 2. employee engagement scores 3. channel performance 4. employee feedback
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 2.1 Infrastructure - We are better connected through appropriate infrastructure</i>		<i>Economy: 3.5 We will have a prioritised, sustainably resourced programme of capital investment supporting the enhancement of facilities for local people & contributing to the regeneration of the district.</i>			

Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
To continue to create and deliver an integrated communications plan for the Council's capital investment programme.	We will work with internal clients to identify capital programme and deliverables by	30/06/23	M&C Team	The Council's ambitious and significant capital development programme will be strategically positioned and profiled to build awareness of the level of awareness of the investment with both internal and external audiences.	Plan and associated KPI's will be delivered.
	We will develop the 2023-2024 capital programme communications plan.	31/07/23			
	We will deliver the capital programme communications plan.	Ongoing until 31 March 2024			

2.4 SERVICE IMPROVEMENTS 2023/24

What Service Development/Improvement will we undertake in 2023/2024? (Actions):	By When (Date?)	Service Name/ Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Council has agreed to be part of the new 11 Council collaborative 'Entrepreneurship Support Service' ('ESS') which seeks to deliver a regionally connected business support service to drive entrepreneurship, and support start up through to growth. This will involve the development of more regionally aligned services to manage this, including the development of a new Management Information System, to oversee the whole programme and a new Grants Software System to manage this process.	31/03/24	Strategic Programmes Service Manager	More consistent approach across economic development sections to the process of managing business supports and delivery of business funding.	Adoption of good practice from ESS to be subject to Independent Evaluation to assess impact of these measures.
Work on the development on new Place Shaping Plans for each of the 3 main towns to provide a fresh strategic framework for economic growth and regeneration in the 3 main towns (Subject to funding)	31/03/26	Economic Regeneration Service Manager	Place Shaping will help make our communities stronger and more resilient in the future.	By getting agreement and consensus on the aspirations, direction and proposals for the 3 main towns

What Service Development/Improvement will we undertake in 2023/2024? (Actions):	By When (Date?)	Service Name/ Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<p>To review and prepare an annual Tourism Action Plan in line with the draft Tourism NI – Northern Ireland Domestic Tourism Strategy.</p> <p>Deliver upon the objectives within the new Mid Ulster Council Tourism Strategy.</p>	31/03/2024	Tourism Service Manager & Tourism Team	<p>To deliver a range of key actions as detailed in the new MUDC Annual Tourism Action Plan</p> <p>Strategic alignment with the national brand.</p> <p>Reinforce the national and local tourism brands.</p>	<p>Implementation of the reviewed new annual Mid Ulster District Council Tourism Action Plan.</p> <p>Achieve reviewed outputs for 2023-24</p>
<p>Develop a portfolio of systems and communications channels to keep the tourism sector informed and to ensure that they receive the latest and most current business information.</p> <p>Develop a series of webinars to support and inform the sector.</p> <p>Deliver programmes that will support and create opportunities for the sector under one or more of the 'Embrace a Giant Spirit' experiences.</p>	31/03/2024	Tourism Service Manager & Tourism Team	<p>Greater and more focused support for the tourism & hospitality business sector.</p> <p>Supporting and developing new local experiences under the 'Embrace a Giant Spirit' branding.</p>	<p>Measure increased tourism traffic to website and social channels.</p> <p>Development of 2 new Mid Ulster experiences under the 'Embrace a Giant Spirit' brand by 31st March 2024.</p>

Develop and deliver a number of actions within Mid Ulster District Council's Heritage Strategy	31/3/2024	Tourism Service Manager & Tourism Team	To explore and deliver a number of key actions in year 1's action plan (subject to being able to attract funding)	Achieve reviewed outputs.
Progress a number of key tourism projects:to the next stage - <ul style="list-style-type: none"> • Tourism Growth Deal Project - Strategic Outline Business Case • Shared Island Sliabh Beagh Feasibility Study • Shared Island Tullaghoge Feasibility Study 	1/4/2023 - 31/03/2024	Assistant Director, Tourism Service Manager, Strategic Programmes Service Manager,	Produce high quality, innovative and immersive experiences/attractions that will increase visitors and investment.	Development of new high-quality attractions in the longer term

What Service Development/Improvement will we undertake in 2023/2024? (Actions):	By When (Date?)	Service Name/ Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
Marketing and Communications service will seek to reduce the environmental impacts of our own activities and will contribute to the improvement of the wider environment though local action by taking a digital first approach to communications wherever possible.	Ongoing throughout 2023 / 24	All	Anticipated budgetary savings will be achieved. Reduction in print materials. Contributes to the Council's Sustainability and Climate Change Action Plan targets.	Every marketing & communications plan reflects a digital first approach. Sustainable Marketing KPIs established and monitoring arrangements in place.
We will introduce a social media management tool to streamline our publishing and response to enquiries and introduce an email marketing tool and standardised approach to email marketing across our services and in our planned communications to increase engagement and trust in our online services.	By 30/06/23	Marketing and Communications Manager	Contributes to a more connected Mid Ulster where new technologies and ways of working, empower citizens to get the best services that matter to them.	Introduction of SMM and email marketing tools Engagement % increase throughout the year.

2.5 RISK MANAGEMENT OF DEPARTMENT/SERVICES

The purpose of risk management is to manage the barriers which prevents the Council from achieving its objectives. This section of the service plan includes space for the Department to input their key risks (in summary form), which have been identified during the business planning process. The Council uses risk management to maximize opportunities and minimize risks. This improves its ability to deliver priorities and improve outcomes. This is why the Council deems it important to link business planning and risk management. Risk Management aims 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.

This table illustrates the risks identified to deliver the Department's/Services business as outlined in service plan for 2023-24.

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	Loss of External Funding	9	<ul style="list-style-type: none"> - Continual review by staff of new and emerging funding opportunities. - Maintain regular communication with funding sources/potential partners. - Management control procedures are in place and staff training provided on the implementation of funder operating guidance. - Regular communication with funder(s) to update on progress and agree solutions. - Senior staff are informed of key funding sources. - The estimated impact of Brexit is the loss of EU Funding £28.5 million between 2021 and 2027 – staff across Council looking at other funding avenues. - Lobby DAERA to progress their Rural Affairs Policy Framework in order to advance the new successor Rural Development Programme to assist businesses across Mid Ulster. Gaps between one programme ending and another programme commencing also present issues for Council in terms of retaining staff.

2	Failure to maintain effective Corporate Governance arrangements within Council and with Partner organisations	6	<ul style="list-style-type: none"> - Constitution / Code of Governance - Member / Officer L&D Program - Solicitor / Policy / Equality Officer - Annual Governance Statement (AGS) - Governance & Assurance Framework - Joint working arrangements (LOO/MOU) - KPI's... - Action plans - Regular meetings / communications - Stakeholder Engagement - Internal & External - MSW Region Governance Steering Group contains representation of 12 Councillors (4 Councillors from each of the 3 Councils), together with the 3 CEOs & 3 Directors from each Council and senior MSW Staff. - 3 MSW Officer Working Groups (across the 3 Councils) - Progress reports to Dev. Comm (bi-annually) with finance matters reported to P&R. - Project Board, Senior Responsible Officers, Project Managers meet regularly with agenda, minutes & action plan - Regular engagement with Strategic Partners & procedures in place to monitor all claims to ensure compliance with LoO issued.

			<ul style="list-style-type: none"> - Review of relationships within individual partner organisations undertaken - consideration of risks. Training on Business Cases & Risk Management in Q1 23/24.
3	Failure to achieve and build upon appropriate Corporate & Community Plan objectives.	12	<ul style="list-style-type: none"> - 4 yr Corporate / 10 yr Comm Plan - Stakeholder engagements / Community Engagement / Surveys - Governance process with Partners - defined roles / responsibilities / resilience / communications - Monitor/ Review / Lessons learnt - Communication Strategy - Customer Service / Complaints - Equality assessments on plans - Performance Management - KPI's - Engaged with Statutory agencies - Alignment of plans - Multi-disciplinary programmes e.g. Agewell - Aligned actions from the Community Plan to the Growth Deal (inform the Outline Business Cases). - CP Strategic Board meetings & day to day delivery of the CP has returned to normal. Partners acknowledged the role of CP in making multi-agency co-operation & co-ordination easier during the Pandemic & are

			<p>keen to build upon the key alliances & shared delivery practices forged during the period.</p> <ul style="list-style-type: none"> - Growth Deal formally launched in Sep 20. Content is fully aligned & supportive of Councils recently agreed Corporate Plan 20-24. Two staff members now employed on the GD. - Implementing a strategic & operational response to the wider economic & social impacts of the pandemic - rolled out a range of grant aid programmes to assist businesses and communities in addressing the impact of the pandemic. - Inter thematic workshops held and amendments to the plan are shared to all Partners. - Review of CP Panel membership completed Feb 21. Community Plan progress is published every 2 years through the Statement of Progress (as per Statutory Guidance), 1st Nov 19. A 4 year review of the Community Plan (as per Statutory Guidance) has commenced (Nov 20) - A newsletter is in place. - Monitor emerging health trends within District to ensure plans are appropriate e.g. growth in mental health, demographic changes.
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			<ul style="list-style-type: none"> - MU Poverty Plan in place (regular updates to all partners, updates to Committee) - Performance Improvement objectives and subsequent annual Improvement Plans in place
4	Failure to effectively scan the External Env. regularly to identify potential threats & opport. e.g. Brexit, Global pressures, War, Climate Change	12	<ul style="list-style-type: none"> - CEO & Directors participate in NI wide working groups. - Engagement with key Businesses / Partners / Community Groups / key Suppliers - Horizon Scanning - identification of key funding streams & ongoing engagement / lobbying with Funders - Legislation updates. - MU continues to act as a channel of communication, informing & briefing our private sector upon the current/pending issues pertinent to Brexit. Council is also very active in collating experiences & challenges endured by our - private sector colleagues & ensuring these are relayed to the necessary authorities for potential mitigation. - Ongoing participation in cross border working groups. - NI Executive's Brexit Briefing Newsletter in place - Educate the wider community about climate change through free Carbon Literacy

			<p>Programmes training, to empower & inspire civic action that can help NI tackle the climate emergency</p> <ul style="list-style-type: none"> - Monitor / review the soaring fuel, utility, supplier costs and inflationary pressures and the impact on budgets / service provision. - External policies / legislation relevant to local authorities NI will be monitored regularly by the Equality & Policy Officer. - Ongoing Engagement / Lobbying with OFM / DFM & directly with Ministerial Government Departments - Governance & management of Growth Deal is undertaken on monthly basis with structured CEO/Dir meeting & oversight meeting with Members from the 3 Councils. Funding resourced on annual basis via estimates. - Growth Manager in place - Continued monitoring of industrial relations disputes across the economy and public sector employers for early mitigation of industrial action affecting services - Monitor movement in the Employment market & implications for any changes to employment legislation.
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5	Failure to implement an Economic / Tourism programme to regenerate the District to attract investment and visitors.	9	<ul style="list-style-type: none"> - Commenced work developing 3 outline business cases within MSW Growth Deal. - Delivering TRPSI Prog. 2022 (with DAERA funding) - small capital grants for local businesses. - Devised a no. of bids to the Levelling up Fund. - Economic & Tourism Forum & Local Tourism Industry Ass. - Rural Development Programme - Regional Consortium / Meetings with Tourism agencies including Tourism Ireland, Hospitality Ulster, Tourism Alliance... - Growth Deal - Engagement with other Councils, Executive, NILGA & Traders. - Draft Asset Management / Draft Estate & Events Strategy - Explored accounting and taxation issues regarding Joint Ventures and special purpose vehicles. - Increased collaboration with private / public sector across NI & ROI. Working with 12 new experiences which will be aligned with TNI 'Embrace a Giant Spirit' brand. (Secured DAERA funding)
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			<ul style="list-style-type: none"> - Ongoing seasonal campaigns with online engagement through click, comment & share tools. - Support mediums provided through webinars & Wats App to the Hospitality Sector (as a result of Covid). Funding acquired via Tourism NI. - The new Visit Mid Ulster website was funded by Tourism NI, launched Oct 21, the Spring Campaign in March 22 will reinforce the Brand and align with Tourism NI Embrace a Giant Spirit campaign. - Working Groups & Project Teams established to secure / manage external funding with a Bid Writing Framework in place (managed by Procurement Team) to assist in preparing economic appraisals etc.
6	Fraud, theft or bribery occurring within Economic Development	9	<ul style="list-style-type: none"> - Benchmarking follow tendering procedures - Data checking takes place through Internal Audit - Encryption, staff awareness, passwords, Access controls, Restricted Access and Security policy - Internal and External Audit checks takes place - Internet use policy, Surf control, Access controls, Management reports on internet usage, software audit facility.

			<ul style="list-style-type: none"> - Random spot checks by trained staff and documentation of same takes place - Tenders are carried out by experienced/trained staff - Trained staff carry out monitoring checks
7	Failing to deliver a programme & drawdown maximum funding possible	9	<ul style="list-style-type: none"> - Regular internal officer meetings held. - Assessment of progress against Work Plan. - Identification of potential issues at an early stage. - Regular communication with funder(s) to update on progress and agree solutions. - Management control procedures are in place and staff training provided on the implementation of funder operating guidance.
8	EU Exit	9	<ul style="list-style-type: none"> - EU Exit is on the agenda on a regular basis at internal meetings. - Implications being considered regionally. - Mid Ulster Brexit Working Group formed November 2018. - MUDC Officers (from Economic Development) are following Brexit events and circulating relevant information to Businesses. - There is a minimum two-year lead in period providing time to adapt to new policies and procedures
9	Covid-19	9	Impacts on:

			<ul style="list-style-type: none"> - Staff working locations - The full delivery of LED business programmes. - The full delivery of Council events - Delivering Enterprise week events for Businesses - Delivery of RDP Village Renewal Programme
10	<p>New 'Entrepreneurship Support Service' (ESS)</p> <p>Due to scale and volume this impacts on:</p> <ul style="list-style-type: none"> - Economic development staff resources (vs new structure) - Department Budget - Risk management - Legal services - Procurement - Communications 	9	<p>The new 'ESS' is in early stages of development. This is an entirely new business support service and delivery model, seeking to achieve a regional approach with sub-regional flexibility. Mitigating actions are currently being identified by the Lead Council (Belfast City Council) with Lead Officers in each Council being requested to liaise within their own Councils for support. BCC will also provide a 'Risk Management' workshop for all Councils in April 2023 to identify further mitigating actions required.</p>
11	Failure to miss deadlines for the development of marketing to inform visitors of what is on offer to the visitor.	6	To ensure that there is a robust marketing strategy with resources.
12	Failure to deliver the tourism strategy action plan	6	Regular engagement with the sector currently being undertaken. Ongoing engagement with customer base being delivered via online platforms to ensure customer relationships are maintained. Regular team meetings discussing programming.
13	Funding and other opportunities missed for MUDC area.	6	Ongoing scanning being undertaken by all officers. Team meeting agenda item, Officers

			have been assigned to investigate funding opportunities.
14	Misuse or inconsistent use of the Council's branding internally and externally.	6	Brand guidelines in place, reviewed and updated. Service oversees and has oversight of brand application and manages internal graphic design service to ensure correct application.
15	Ineffective use of the Council's social media channels.	6	Documented protocol issued to all staff, only designated staff with access to content management of social media channels, ongoing monitoring of social media channels and regular contact meetings with service/facility-based social media editors.
16	Failure to adhere to Public Sector Bodies (website and mobile apps) Accessibility regulations.	2	Accessibility standards monitored on a weekly basis using the third party tool, Silktide, issues addressed either directly via the service or, where required, by engaging with the Council's web development company to address technical accessibility issues.
17	Failure to communicate effectively in response to emergencies or crisis situations.	8	Emergency / Business Continuity Plan in place with sections relating to Communication Plan. Ongoing review of lessons learned in response to managing communications in emergency or crisis situations & continued attendance at the EP Public Information/Media Working Group

Rating	Descriptor
16 - 25	Extreme Risk (immediate action required)
10 - 15	High Risk (urgent action required)
7 - 9	Moderate Risk (action required)
1 – 6	Low Risk (keep under review)

3.0 OUR STATUTORY CONSIDERATIONS

In carrying out our responsibilities, the Service is cognisant of the statutory duties placed upon the council in the delivery of its services. Whilst the Service operates, under various obligations it is however mindful of the changing context in which it operates and endeavours to mainstream the equality and rural needs duties in the design and delivery of our functions.

3.1 EQUALITY DUTY

The council and by consequence our Service is committed to contributing towards its part in working towards fulfilling obligations under Section 75 of the Northern Ireland Act 1998 to ensure adequate time, staff and resources to fulfil our duties.

The Service will also work towards adherence to the council's Equality Scheme ensuring equality duties, together with promoting positive attitudes towards persons with a disability and the participation of people with a disability in public life when carrying out our functions.

3.2 RURAL NEEDS DUTY

The Service will be mindful of the rural needs of its customers when carrying out its functions and subsequent responsibilities, particularly in developing any new policies, plans or strategies throughout the year. In line with the Rural Needs Act (NI) 2016 we will give due regard to rurality in terms of needs in carrying out the activities within our Service.

