



15 September 2022

Dear Councillor

You are invited to attend a meeting of the Development Committee to be held in The Chamber, Magherafelt and by virtual means Council Offices, Ballyronan Road, Magherafelt, BT45 6EN on Thursday, 15 September 2022 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

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## 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: Start 360

### Matters for Decision

- |     |  |         |
|-----|--|---------|
| 6.  | Development Report   | 3 - 46  |
| 7.  | Capital Discretionary Grant  | 47 - 50 |
| 8.  | Sports Representative Grants   | 51 - 54 |
| 9.  | NIEA Challenge Fund  | 55 - 56 |
| 10. | Ulster Way   | 57 - 60 |
| 11. | The Regulation of Cosmetic Treatments in Northern Ireland                                    | 61 - 64 |
| 12. | Consultation on The Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2023 | 65 - 72 |

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| 13. | Review of Commissioner for older people Northern Ireland | 73 - 84  |
| 14. | Service Level Agreement                                  | 85 - 92  |
| 15. | Economic Development Report - OBFD                       | 93 - 120 |

Matters for Information

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| 16 | Minutes of Development Committee held on 6 July 2022 | 121 - 136 |
| 17 | Food Service Plan for 2022/2023                      | 137 - 166 |
| 18 | Economic Development Report - OBFi                   | 167 - 190 |

**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

- |     |   |
|-----|---|
| 19. | Tender to Supply Willow to Greenvale Leisure Centre |
| 20. | Economic Development Report - CBFD                  |
| 21. | Mid-South West Region Growth Deal Report            |

Matters for Information

- |     |   |
|-----|---|
| 22. | Development Committee Confidential Minutes of Meeting held on Tuesday 6 July 2022 |
|-----|---|

<b>Report on</b>	Development Report
<b>Date of Meeting</b>	Thursday 15 <sup>th</sup> September 2022
<b>Reporting Officer</b>	Claire Linney, Assistant Director of Development
<b>Contact Officers</b>	Philip Clarke - Community Services Manager, Oliver Morgan-Good Relations Manager, Michael McCrory - PCSP Manager, Caroline Sheehy – Burnavon Arts Manager, Brian McCormick Seamus Heaney Home Place Manager, Joanne Robinson – Hill of The O'Neill/Ranfurly House Manager

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

1	<b>Purpose of Report</b>									
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"><li>• Rolling Community Grants</li><li>• CCTV, Moy</li><li>• Seamus Heaney Homeplace Faber and Faber License Agreement</li><li>• Peace Plus Partnership and Plan</li><li>• Bellaghy Bawn Literary Residential Project</li><li>• Development Department Update</li></ul>									
2	<b>Key Issues</b>									
2.1	<p><b>Community Grants - Rolling Grants Programme 2022 – 2023</b></p> <p>Members are advised that the grants assessment panel are making the following recommendations to award grants under the Community Festival &amp; Good Relations funds.</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>13</td><td>£9775.00</td></tr><tr><td>Good Relations Grant</td><td>6</td><td>£6565.00</td></tr></table> <p>Please see attached in <b>appendix 1</b> grant award recommendations</p>	Grant	No. of groups awarded	Value of Grant Awards	Community Festival Fund	13	£9775.00	Good Relations Grant	6	£6565.00
Grant	No. of groups awarded	Value of Grant Awards								
Community Festival Fund	13	£9775.00								
Good Relations Grant	6	£6565.00								
2.2	<p><b>CCTV, Moy</b></p> <p>Members are advised that the Council has been approached by the PSNI on issues currently impacting on the village of Moy, including significant issues linked to the Night Time Economy. The PSNI has an opportunity to potentially secure funding to</p>									

	<p>install 2 CCTV cameras within the village, at a similar specification to Council CCTV systems, and are seeking approval to link these to the Councils existing monitoring &amp; recording system.</p> <p>Members will be aware of some of the ongoing issue within Moy and officers are of the view that the provision of CCTV could make a significant difference to the village, particularly in terms of community confidence and creating a safer area.</p> <p>The additional provision to Council monitoring would not add to the contract cost, and maintenance would be incorporated within the existing provision.</p> <p>As a result of the need identified for CCTV provision in the area, it is recommended that should the PSNI secure funding to cover the required hardware and installation, that these additional cameras be added to the Councils existing monitoring &amp; recording contract</p>
2.3	<p><b>Seamus Heaney Home Place Faber and Faber License Agreement</b></p> <p>Members will be aware that Faber and Faber are the publicists for the Works of Seamus Heaney.</p> <p>Seamus Heaney Home Place currently holds a license agreement with Faber and Faber for the rights for performances at Home Place. The rights granted in the Agreement require a time extension and it is proposed to extend this for a further period of three (3) years beginning 2022 (and to end 31st December 2024), It is further proposed the licence agreement would be extended to include Open Ground, amending the cost from £1000 to £1500.</p>
2.4	<p><b>Peace Plus, Local Action Plan</b></p> <p>Members are advised that Officers have continued to work with the Special European Programmes Body (SEUPB) to prepare for the new Peace Plus programme, which will be delivered across 6 themes and 22 investment areas</p> <p>Similar to the approach taken under the Peace IV, the Peace Plus programme includes an element of local action plan development to identify relevant programmes / interventions, which fit with the overall outcomes / objectives against an agreed investment fund for each Council.</p> <p>The Local Authority Action Plan (LAAP) investment fund for Mid Ulster has been confirmed as €5,200,921, which is an approx. uplift of £1M on the previous programme.</p> <p>The LAAP is to be developed through a co-design approach with local communities and the programme requires for a Peace Partnership to be established. Officers from within the Development department has been progressing the development of the new partnership, based on the criteria established by the SEUPB. Officers lobbied hard for the former Peace IV partnership to be retained, however this was not permitted by the SEUPB.</p>



The new partnership has an increased number of social partners alongside Members (Officers will seek nomination from parties based on d'hondt), and statutory partners. The Partnership will not be a decision making body but act in an advisory role in relation to the development and delivery of the plan and to make recommendations to Council in respect of any decision which need to be considered.

Attached at **appendix 3** is a copy of the partnership agreement.

The LAAP is also to be developed under 3 key themes, namely

- Local community regeneration and transformation;
- Thriving and peaceful communities; and
- Celebrating cultures and diversity

Similar conditions of delivery are included, as per the previous Peace programme, focusing on all elements to have minimum 26 hours of contact time between people participating over a key period of time.

In order to support the Council to develop the LAAP using a Co-design approach the SEUPB have confirmed that up to €100,000 can be used from the Council overall allocation to engage with an external provider. Officer initiated the procurement process to appoint a suitable provider, based on the required programme criteria, however the exercise failed to secure any submission. The team are currently working with procurement to explore options available to appoint a suitable supplier and get the process started.

As with the Peace IV programme, an element of the overall programme will be available for administration which, once finalised by the SEUPB in regards to % allocation, will enable consideration to be given the staffing structure required for the programme.

For information a detailed presentation on theme 1.1 is attached at **appendix 3**.

## 2.5 **All Island Bellaghy Bawn Literary Residency Project**

As per the previous report to Development Committee, officers have been engaging with a range of partners, including:

- Historic Environment Division (HED), DFC
- Arts Council for Northern Ireland,
- Arts Council, Ireland,
- Tyrone Guthrie Centre, Monaghan,
- Office of the Taoiseach.

The engagement has been part of a stakeholder group regarding the potential for the development of an All Island literary residency at Bellaghy Bawn, with potential links to the Seamus Heaney Homeplace.

2.6	<p>The Office of the Taoiseach has announced €7.4 million for Shared Island Arts investment projects and it is understood that the Bellaghy Bawn project may be set to benefit from this allocation.</p> <p>The development of the residency project is being led by the DFC's Historic Environment Division, as the asset owner, working in partnership with agencies stated above.</p> <p>DFC has commenced architectural work to identify the capacity and capability of the site (potential residential units 6-8 to be provided as part of the funding proposal. Officers from within the Seamus Heaney Homeplace are leading a strand of work looking at potential operating models and synergies with Home Place for the new proposed literary residency.</p> <p><b>Development Update</b></p> <p><b>Community Support</b> Support is continuing to groups re community development activity.</p> <p><b>Good Relations</b> The Good Relations Plan continues to be delivered across the District.</p> <p><b>PCSP</b> Ongoing as guided by the PCSP Partnership.</p> <p><b>War Memorials</b> – A site meeting took place with DEA councillors, members of the Royal British Legion (RBL) Dungannon and Moy, and Technical Services regarding the recent issues at the Dungannon and Moy war memorials.</p> <p>Technical Services produced designs and costings for railings/gates at the Dungannon and Moy War Memorials. This will be discussed at a meeting being arranged by Technical Services with DEA members and RBL.</p> <p>Council has statutory responsibility to maintain war memorials under the Local Government Act 1923; consideration to be given re condition to the war memorial at Moy.</p> <p><b>Burnavon Arts Centre, Seamus Heaney Homeplace, and Hill of O'Neill &amp; Ranfurly House</b> Continuing to deliver a range of activities, events and performances, as per brochures and marketing</p> <p><b>Regional and Minority Language</b> Please see attached Regional and Minority Language Implementation Working Group minutes of 27 June 2022 in Appendix 4.</p>
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<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>  Financial:  Community Festivals Grants £9775, Good Relations Grants £6565.  Amendment to the Seamus Heaney Homeplace Faber and Faber license to increase from £1000 to £1500.  All above costs can be met within agreed departmental budgets.  Human: NA  Risk Management: NA
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>  Equality & Good Relations Implications: NA  Rural Needs Implications: NA
<b>5</b>	<b>Recommendations</b>
<b>5.1</b>	Members are recommended to; <ul style="list-style-type: none"> <li>(i) Approve the assessment panel recommendations under the Community Festival &amp; Good Relations grants.</li> <li>(ii) Approve the inclusion of any new CCTV hardware at Moy into the Councils existing monitoring and recording contract.</li> <li>(iii) Approve the extension to the Faber &amp; Faber license relating to Seamus Heaney Home place and the inclusion of the Open Ground elements.</li> <li>(iv) Note the update in relation to the Peace Plus Local Action Plan Development.</li> <li>(v) Note the update on the proposed literary residential at Bellaghy Bawn.</li> <li>(vi) Note the update from the development department.</li> </ul>
<b>6</b>	<b>List of Documents Attached</b>  Appendix 1 Community Grants, assessment panel recommendations  Appendix 2 Peace Plus Partnership Agreement  Appendix 3 Peace Plus Programme, Local Action Plan presentation slides  Appendix 4 Regional and Minority Language Implementation Working Group Minutes.



## Appendix 1

### Local Community Festival Grants - September 2022 (Maximum £1,200)

No	Organisation Name	Organisations Aim	Title Of Event/project	Band	Total Requested Amount	Amount Awarded
1.	Friends of Killymoon Castle	Community	Centenary Celebrations	5	£1,200	£720
2.	Knockmany Running Club	Community	Queen's Award for Voluntary Service Festival	3	£1,200	£960
3.	John O'Neill Trust	Community	John O'Neill Festival Weekend	3	£1,200	£960
4.	Ballinderry Parish Church Vintage Rally	Community	Ballinderry Vintage Rally	2	£1200	£1,080
5.	Clogher valley Outdoor Bowling Federation	Community	Champion of Champions Festival	6	£950	£600
6.	Benburb Priory Library & Museum	Community	Creative Commotion Family Funday	4	£1,950	£840
7.	Lough Fea Ladies Group	Community	Celebrating our Jubilee	7	£1,250	£480
8.	Crossglebe Community Association	Community	Crossglebe Family Fun Night	7	£445	£445
9.	Parkview Community Group	Community	Halloween Festival 22	6	£1,000	£600
10.	Rock Community Association	Community	Tractor Run and Barbeque	4	£1,250	£840
11.	Lissan Mothers Union	Community	Vintage Harvest Festival	6	£1,200	£600
12.	St Martins GAC Desertmartin	Sport	Community fun Day	6	£1,050	£600
13.	Bellaghy Vintage & Car Rally	Community	Vintage Rally	2	£1,050	£1,050
<b>Total</b>						<b><u>£9775</u></b>

### Good Relations Grants - September 2022 (Maximum £1,200)

No	Organisation Name	Organisation Aim	Title Of Event/project	Band	Requested	Awarded
1	Rock & District Historical Society	Historical Group	Sharing History & Building Community	4	£1,200	£840
2	Loup Women's Group, Loup	Women's Group	Reuniting after Covid	1	£1100	£1100
3	Ballysaggart Area Residents Asc	Residents Group	Looking after Our Outside Space	1	£1175	£1175
4	Gathered Voices	Community Choir	Gathered Voices Community Choir	1	£1400	£1200
5	Ealu	Community Group	Workshop Project	1	£1800	£1200
6	Ren-Bu-Kan Judo Club	Sport	Annual Festival	1	£1050	£1050
				<b>Total</b>		<b>£6565.00</b>

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%

## Mid Ulster District Council PEACE Partnership (Advisory Working Group)

### Partnership (Advisory Working Group):

For the implementation of the Mid Ulster District Council PEACE Programme (Peace Plus);

Between the following:

#### 1. LEAD PARTNER - Mid Ulster District Council

#### 2. Partnership Representatives:

Mid Ulster District Council	
10 Members via d'hondt	
Statutory Representatives	
Policing and Community Safety Partnership (PCSP)	Northern Ireland Housing Executive (NIHE)
EA Youth	PSNI
Northern Regional College NRC	PHA
Social/ Community Representatives	
STEP BME & Urban Support Mid Ulster	Mid Ulster Youth Voice
CWSAN Rural Support Group Mid Ulster	First Steps Women's Centre Mid Ulster
Mid Ulster Pride	Speedwell Trust Mid Ulster
Three Spires Scout Group Magherafelt	Mid Ulster Agewell
Michael Davitts GAC Swatragh	Tobin Youth Group Moortown

### **3. Introduction**

The PEACE Plus Programme 2021 – 2027 is a cross-border initiative, financed through the European Regional Development Fund (ERDF) of the European Union and managed by the Special EU Programmes Body (SEUPB). It has been designed to support peace and reconciliation in Northern Ireland and the Border Region of Ireland (counties Cavan, Donegal, Leitrim, Louth Monaghan and Sligo). In addition to supporting peace and reconciliation, the ERDF also contributes to the promotion of social and economic stability, in particular through actions to promote cohesion between communities.

The overall objective of the PEACE PLUS Programme will be to build peace and prosperity and ensure that this Programme will leave a lasting and tangible legacy across Northern Ireland and the border counties of Ireland. The Programme's strategy is to continue to take the opportunities and address the needs arising from the peace process in order to boost economic growth and stimulate social and economic regeneration and secondly, to promote social inclusion, particularly for those at the margins of economic and social life.

The Programme will seek to address many long-standing social and economic challenges which have, and continue to impact on communities, particularly those in rural border areas, as well as ongoing challenges that exist in urban settings

The following diagram attached in Appendix 1 outlines the six key thematic areas of the PEACE PLUS Programme with an overall budget in the region of €1.1B available. Theme 1 Building Peaceful and Thriving Communities has a total budget of €250m.

#### **Theme 1.1. – Local Delivery**

Councils across the region have been given a remit for the co delivery with SEUPB for theme 1.1 through a PEACEPLUS Action Plan that will meet the peace building needs of the District over the programme period.

To support the delivery of the Peace Plus Action Plan a Partnership (advisory working group) is required.

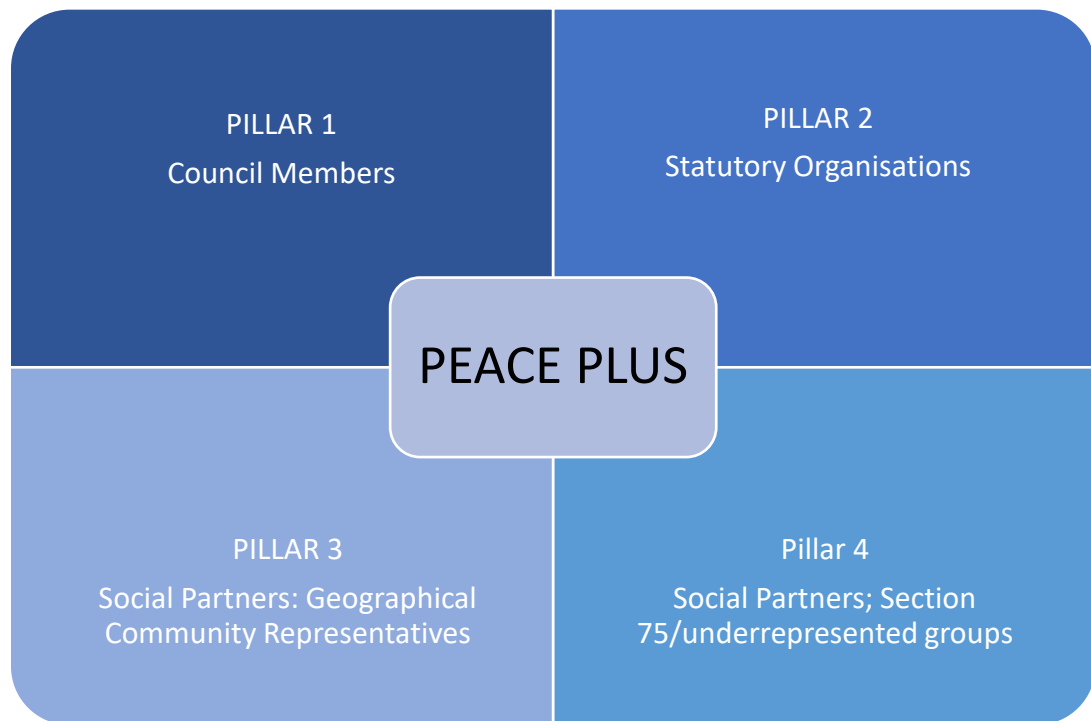
Mid Ulster PEACE Partnership (Advisory Working Group) will comprise of 24 representatives, 10 of these will be elected representatives via D'hondt, 9 will be community representatives via expression of interest, and 5 will be statutory representatives as identified. Representative organisations/groups are as above.



#### 4. Role of the PEACE Partnership (Advisory Working Group)

The PEACE Partnership will provide an advisory role to Mid Ulster District Council on the design and implementation of the co-designed PEACEPLUS Action Plan with SEUPB. The Partnership will provide support to Council during implementation to ensure the plan is targeted and communicated across the community of Mid Ulster.

The PEACE Partnership aligns to the SEUPB guidance, as per table below, on Peace Plus delivery.



Remit of the Peace Partnership shall include: -

- Support Council in the co-design of the Peace Plus action plan.
- Advise and support local delivery through experience and knowledge of local areas and issues.
- Support Council with communicating the plan and its delivery to the wider community.
- Support on Monitoring delivery and outputs of the PEACE PLUS Action Plan as required by SEUPB.

The Partnership is non-decision making, as lead organization for the delivery of the Peace Plus programme, all decisions will be taken by Mid Ulster District Council.

## **5. PEACE Partnership Governance**

### **Strategic Linkages**

The Peace Partnership will link with the Mid Ulster Community Plan in relation to providing regular updates to the strategic outcome of seeking to promote and develop diversity across Mid Ulster District. Please see diagram of linkages in Appendix 2.

### **Meetings**

The Partnership will meet on a bi-monthly basis, or as required. Meetings will be arranged for a Wednesday in the month via a hybrid approach to accommodate all representatives.

Special meetings may be arranged at the discretion of the Council and Partnership as per need of the Programme.

Attendance at meetings, for mileage, by social and community partners will be remunerated.

### **Attendance**

Where possible, a quorum for meetings will be sought, with a minimum of 8 representatives (third of the representation).

### **Appointment of Chairperson and Vice-Chairperson**

The Partnership will appoint a Chair and Vice Chair to support effective delivery of meeting agendas. The Partnership Chair will be a member of Council and will be facilitated through the same arrangement as Council via the d'hondt process, which will rotate annually. The role of Vice Chair will be from a social partner, who will hold the position for a 3 year period, nominated via the Partnership representatives. The positions are not official but to support effective meetings.

The role of the Chair will be to:

1. Facilitate the discussion at the Partnership meetings in line with the set agenda
2. Note apologies and attendance at the meeting
3. Ensure minutes of the previous meeting are agreed and actions updated
4. Ensure conflict of interest is noted at the start of each meeting
5. Ensure all representatives have an opportunity to speak on issues
6. Oversee that meetings are kept to a reasonable time

## **Legal Structure**

The PEACE Partnership has no legal structure and is an advisory group to Mid Ulster District Council. All decisions on Peace Plus delivery will be via the Council governance structure of Development Committee and final ratification by Council.

## **Principles of Partnership Working**

The following are a proposed set of guiding principles for the PEACE Partnership.

- Respect
- Equality
- Openness
- Leadership
- Diversity
- Customer Focused

## **Council Responsibilities**

The guidelines provided by SEUPB state that Council will be responsible for the following in accordance with Article 20 of regulation 1080/2006:

- Guaranteeing of the sound financial arrangement of the funds allocated to the operation of the programme
- Ensuring the implementation of the entire project
- Ensuring the expenditure claimed by the partners meets the objectives of the project and agreed activities

The Council is responsible for the overall coordination in the development and delivery of the PEACE PLUS Local Action Plan and is the contact point with the SEUPB/European Commission.

The Council will handle all day-to-day administrative and management functions and shall arrange and oversee all meetings with the Partnership.

Any matters requiring decisions, with regard to the above role of Council, will be referred back to individual Councils for a decision as appropriate.

## **Partnership Logistics**

The Council shall oversee all logistics relating to the Partnership and will provide all administration support.

### **Register of Interest:**

From time to time representatives may be offered donations/gifts for their work. Offers of cash, cheques and lottery tickets to representatives and officers should be declined.

Seasonal, promotional gifts, such as calendars, diaries or pens, which bear company names and branding of the provider and have an estimated value of less than £20 may be accepted without the need for reporting acceptance.

Acceptance or decline of a gift greater than a value of £20 must be declared within the Gifts and Hospitality Register. **Appendix 3** should be completed and submitted in all cases within 28 days of receipt of the offer. This will form part of the PEACE PLUS Gifts and Hospitality Register.

### **Conflict of Interest & Declaration**

Should a representative have any conflict of interest or involvement in any issue before the PEACE Partnership for consideration, then this must be declared. Once declared the member is obliged not to contribute to the discussion on the matter. If there is any proprietary interest to leave the room for the period of discussion. The Conflict of Interest is the first item on the agenda of each meeting. A conflict of interest register (**Appendix 4**) is also attached for completion by each partner member. This is good practice even in recognition that the Partnership is not decision making.

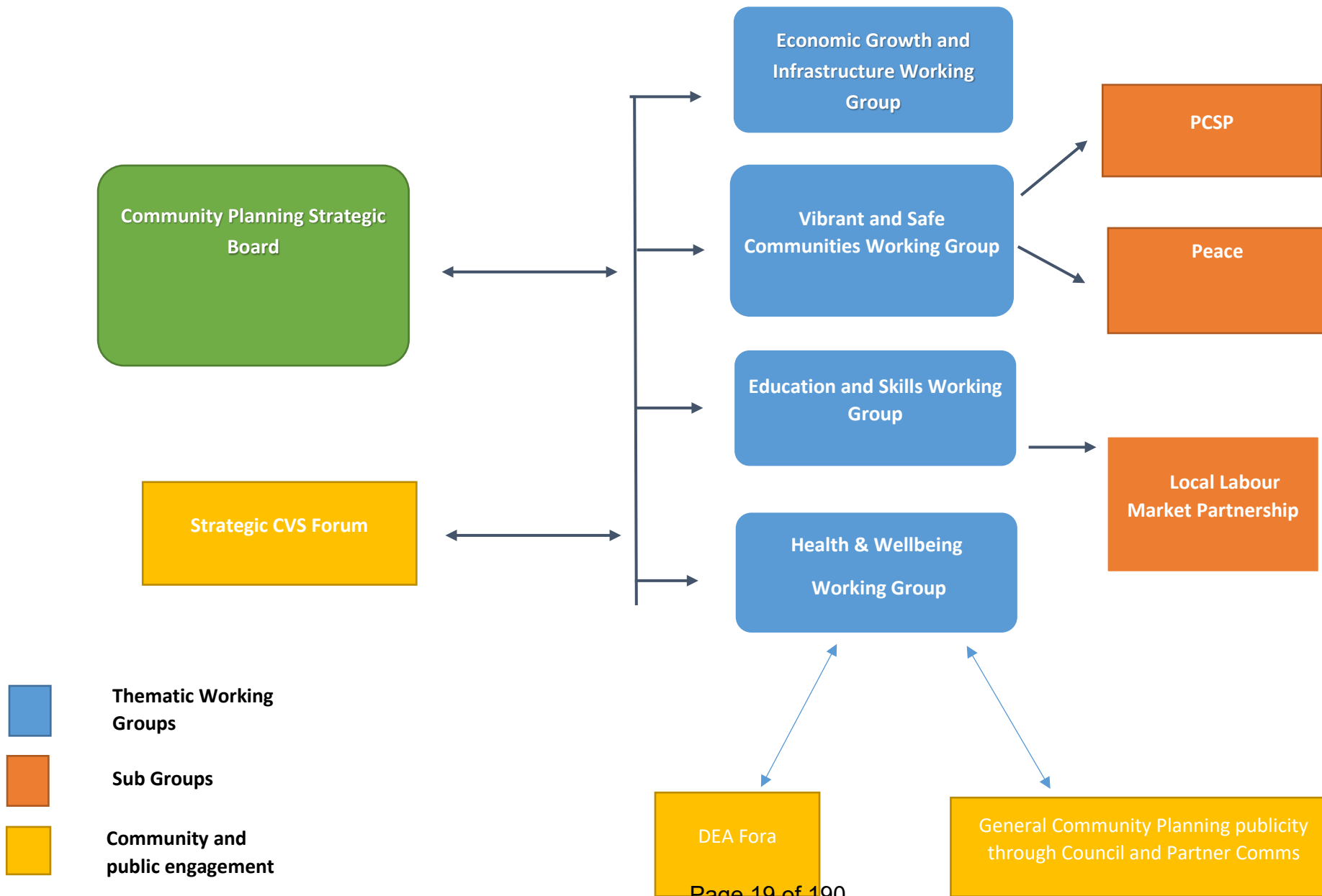
## Appendix 1 Peace Plus (diagram)





# Community Planning Model

## Appendix 2







# PEACE PLUS

## 1.1 Co-Designed Local Community PEACE Action Plans

### Update to all Councils 6<sup>th</sup> July 2022

Note the content of these slides are subject to change and are not exhaustive as the Programme document is still not approved



**Special EU Programmes Body**  
**Comhlacht na gClár Speisialta AE**  
**Special EU Schemes Boadie**

*This project will be funded by the European Union's PEACEPLUS  
Programme, managed by the Special EU Programmes Body*



# Agenda

Welcome and Introductions

Update on allocations

Action Plan Development Phases

Co-Design

Update on PEACEPLUS Partnership  
Development from Councils

AOB

Date of Next Meeting – 3<sup>rd</sup> August 2022 @  
9.30 am

# Update on Allocations

Note the content of these slides are subject to change and are not exhaustive as the Programme document is still not approved

SEUPB is endeavouring to provide the allocations by the end of the July.

It will write to all councils to inform each council of their specific allocation

# PEACEPLUS Objectives

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

## The Overall Objective of the PEACE PLUS Programme

- to build Peace and Prosperity and ensure that the Programme will leave a lasting and tangible legacy across Northern Ireland and the border counties of Ireland.

## The **Specific Objective** selected for the 1.1. PEACEPLUS Action Plans is **Peace and Reconciliation**.

- This objective will enable and empower local community partnerships to self-determine and deliver priority projects on a cross community basis. This will result in improved, shared and inclusive local services, facilities and spaces; and make a significant and lasting contribution to peace and reconciliation.

PEACEPLUS Action Plans will build upon the experience of previous programmes by tackling the remaining challenges and opportunities that exist in the following areas:

1. Local community regeneration and transformation;
2. Thriving and peaceful communities; and
3. Celebrating cultures and diversity

# PEACEPLUS Results

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

It will **result in** the development of PEACEPLUS Action Plans which benefit the Programme area as follows:

- The creation of **sustainable, inclusive and cross community partnerships**, which will make a significant contribution to community planning processes and peace building in the Programme area;
- **Community ownership** of the PEACEPLUS Action Plans and ongoing engagement throughout their delivery;
- The **management of significant and sustained cross community collaboration** at the local level to deliver established development priorities; and
- The **inclusion of all local areas** across the Programme area, including those who may **not previously have participated** within PEACE Programme activities.

Projects supported by the PEACEPLUS Action Plans should:

- result in increased levels of **social inclusion and cross community integration**; and
- incorporate the level of **sustained contact** between those from different community, cultural and political backgrounds, required to achieve **significant attitudinal and behavioural change**.

# PEACEPLUS Results

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

The output and result indicators at Programme level for the PEACEPLUS Action Plans are presented below.

Each local authority in the Programme area will be apportioned a minimum target number of 'persons' to be achieved on the basis of their financial allocation. **(These are still not finalised)**

Output Indicators (Programme Level)			
Indicator ID	Indicator	Measurement Unit	Target Value
PSO1.1	Co-designed PEACEPLUS Action Plans implemented	PEACE PLUS Action Plan	17 (2024)
<b>NB.</b> Each of the 17 local authorities in the Programme area will be responsible for the achievement of one unit <u>i.e.</u> one PEACEPLUS Action Plan.			
Result Indicators (Programme Level)			
Indicator ID	Indicator	Measurement Unit	Target Value
PSR1.1	People from different communities engaged jointly in the implementation of local PEACEPLUS action plans	People	110,000 (2029)

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the Programme Document is still not approved

# Indicative Financial Allocations (Indicative only)

PEACE PLUS will embed the concept of reconciliation into the objectives and desired results of the Programme. There will be a strong emphasis on promoting cross-community interaction and understanding. The suggested financial allocation across the three strands is as follows

Specific Objective	% Budget Allocation
Local community regeneration and transformation	30% - 40% maximum
Thriving and peaceful communities	30% - 40% maximum
Celebrating cultures and diversity	20% minimum

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the Programme Document is still not approved

# PEACEPLUS Action Plan

## Co-design Stages

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

STAGE	ACTIVITY
1	Establish the PEACEPLUS Partnership
2	Clarify roles and provide resources and capacity building support
3	Select areas / themes to participate in the co-design process
4	Undertake area-based needs analysis
5	Identify co-design participants in each area / theme
6	Agree a co-design methodology and framework for project selection
7	Manage the area / theme co-design process
8	Prepare a long list of priority projects
9	Produce a final schedule of priority projects with the Partnership
10	Prepare the PEACEPLUS Action Plan



# PEACEPLUS Action Plan

## Co-design Stages

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

The proposed PEACEPLUS Action Plan model will result in the management of PEACEPLUS co-design sessions specific to agreed areas / themes.

- These sessions will facilitate local people to co-design a schedule of priority projects which will feed into one overall PEACEPLUS Action Plan, developed for each of the 17 local councils in the Programme area.

The SEUPB recognises that councils in the Programme area have differing approaches to service delivery. Some focus on individual electoral areas, whilst others focus on strategic themes spanning the entire district. Therefore, councils may wish to design their individual Action Plan based on

- (i) the needs of each Local Electoral Area (Ireland) or District Electoral Area (Northern Ireland), or
- (ii) needs identified in the local community or county development plan (themes).

It is important the Action Plan produced comprises projects which have been **demonstrably selected by a co-design process involving local people**.

**A staged approach** will be required to manage the development of the co-designed PEACEPLUS Action Plans. A critical path detailing each individual stage is presented in the following slides.

# PEACEPLUS Action Plan

## Co-design Stages

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

### Stage 1- Establish the PEACEPLUS Partnership

Each council should establish a PEACEPLUS Partnership. The role of this entity will be to oversee the development of the PEACEPLUS Action Plan for the individual district. This will include providing oversight of the following:

- (i) Selection of the areas / themes to be involved in the co-design process
- (ii) Agreement of the co-design and project selection methodology to be deployed and the mechanism to involve local people in the co-design process
- (iii) Management of the local co-design process to identify priority projects in the selected areas / themes
- (iv) Management of the co-design process to produce the final list of priority projects for inclusion in the PEACEPLUS Action Plan by the Partnership
- (v) Production of the PEACEPLUS Action Plan for submission to the SEUPB

PEACEPLUS Partnership membership will include representatives of statutory, community and voluntary organisations, as well as elected representatives. Existing structures (including the Public Participation Networks in the border counties of Ireland) may be utilised where appropriate and supplemented where there are gaps.

# PEACEPLUS Action Plan

## Co-design Stages

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

### **Stage 2 - Clarify roles and provide resources and capacity building support**

Each council should specify the roles of the members of the PEACEPLUS partnership and ensure that all members of the Partnership are clear on their role. Appropriate resources should be provided to enable them to fulfill their respective roles effectively

### **Stage 3 - Select areas / themes to participate in the co-design process**

A number of areas / themes should be selected to participate in the PEACEPLUS Action Plan co-design process

### **Stage 4 - Undertake area-based needs analysis**

Research regarding the needs and opportunities specific to each area / theme selected should be undertaken. This research should inform the subsequent co-design planning process

# PEACEPLUS Action Plan

## Co-design Stages

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

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### **Stage 5 - Identify co-design participants in each area / theme**

The Partnership must take account of the need to ensure local level involvement in the co-design process and associated projects. In some cases, it may be possible to build upon existing structures / groups within target areas, including those linked to community planning, development and regeneration, as well as other locality based good relations and social inclusion initiatives.

### **Stage 6 - Agree a co-design methodology and framework for project selection**

The co-design methodology and project selection framework to be used in all local PEACEPLUS co-design sessions should be agreed. This should be developed to ensure the selection of projects with demonstrable cross community added value

### **Stage 7 - Manage the area / theme co-design process**

The approach to managing the co-design process will be at the discretion of each council. However, a proactive approach to promotional activities and community engagement will generate significant interest and a number of co-design sessions will be held for each area / theme. This will be designed to result in a short list of priority projects.

# PEACEPLUS Action Plan

## Co-design Stages

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

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### **Stage 8 - Prepare a long list of priority projects**

Following the completion of the co-design process undertaken to ensure local engagement, a combined list of all priority projects identified for the selected areas should be prepared. This should be reviewed by the PEACEPLUS Partnership

### **Stage 9 - Produce a final schedule of priority projects with the Partnership**

The PEACEPLUS Partnership will select priority projects for inclusion in the PEACEPLUS Action Plan for the area.

### **Stage 10 - Prepare the PEACEPLUS Action Plan**

The council will prepare the detail of the final co-designed PEACEPLUS Action Plan for submission to the SEUPB

# PEACEPLUS Action Plan

## Co-design

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

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- Co-design goes **beyond the process of local consultation**, which in many cases informed the content of previous PEACE Programmes i.e., **sustained engagement throughout the process**.
- This practice will enable groups which represent different communities of interest from defined areas or themes, to **collaboratively design projects** tailored to meet the challenges and opportunities specific to that area.
- The co-design process itself should **enable cross community engagement** and collaboration.
- To develop their Action Plan, councils should **assemble and facilitate diverse and inclusive groups** to co-design priority projects, specific to their areas / themes.
- These projects should **strongly align with the peace and reconciliation objectives** of PEACEPLUS and incorporate the level of **sustained contact** between those from different religious, cultural and political backgrounds.

# PEACEPLUS Action Plan

## Co-design Stages

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

- PEACE PLUS Action Plans should detail how the cross-community and/or cross-border delivery will be ensured and provide indicative action within the plans including details of events and number of participants. They should also describe how the gender, religion/community background and ethnic/racial group of the participants will be captured.
- Furthermore, PEACE PLUS Action Plans to include provisions to ensure how at the time of implementation the following are met and how they will be evidenced (and evidence retained): (1) meaningful and purposeful; (2) sustained; and (3) different communities

### **Meaningful, Purposeful and Sustained contact**

- Contact should be worthwhile and have a function, it should result in the participation of shared activities, and be of a sufficient intensity and duration to ensure a transformative experience. The proxy measurement is that the contact must involve a minimum of 26 hours contact over a period of up to 6 months.

### **Different communities:**

- Relates to persons of different religious belief, ethnic or racial group. Initiatives should evidence commitment to tackling real and complex issues, such as racism and sectarianism, which prevent the benefits of a united and shared community being realised. Initiatives should also ensure that sub-projects evidence this commitment and that evidence is retained.

### **Participant**

- Within the context of a PEACEPLUS Action Plan, a participant will be counted as ‘a person from a different community engaged jointly in the implementation of the Action Plan”, if they complete a minimum of 26 hours of ‘purposeful, meaningful and sustained contact’ with people from other cultural, religious, and political backgrounds over a period of up to six months.



# PEACEPLUS – Complementarity with Community Plans/ LECs

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the Programme

Document is still not approved

## Link with Community Plans/ LECs

It is important that each local authority clearly outlines the extent to which their PEACEPLUS Action Plan has been co-designed and demonstrates complementarity with existing community planning, county development, good relations and social inclusion approaches.

- Local authorities should outline how the proposed co-designed process has resulted in:
  - Inclusive consultation with representative groups from all areas within the individual local authority area;
  - Strategic approaches to addressing local issues and opportunities relevant to the three thematic strands
  - Clearly developed and defined partnership approaches;
  - Complementarity with statutory provision / other plans / projects supported under the PEACEPLUS Programme, particularly those which will enhance cross-community and cross-border results and outputs; and
  - Evidence as to how the PEACEPLUS Action Plan and associated projects will complement existing work in the local areas and/or build on existing platforms/initiatives.
- Consultation will not be restricted to the plan development process. Each Partnership must hold at least one public meeting per annum to update all stakeholders on the progress of the implementation of the Action Plan and check on the relevance of the activities contained therein.
- Electronic and social media activity of the Partnership should be outlined in the communication plan
- It will be important to develop and manage effective (albeit informal) communication and knowledge sharing mechanisms between the PEACEPLUS Partnership and any relevant community planning / county development structures within individual local authority areas, including those already overseeing other good relations focused initiatives.



# PEACEPLUS Action Plan

## Co-design

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

PEACEPLUS Action Plans will be assessed based on the following:

- The **extent and effectiveness** of the co-design process undertaken to develop the Action Plan;
- The extent to which the co-design process **represents diversity and geographic inclusivity**; and
- The **quality of priority projects selected** and the **potential** of these to achieve **peace and reconciliation progress** and the stated **output and result indicator targets**.

Need to think

- How has your partnership ensured that the CD process represents diversity and geographic inclusivity
- What areas will your partnership focus on and why – needs based; inclusive of whole area
- How diverse is your area? How have you engaged (*and how will you continue to*) with these different communities of interest?
- What engagement techniques will work in your area and within the timeline?

**Note:** Applicants will be required to demonstrate how supported projects have resulted in increased knowledge of and improved attitudes towards diversity generally, including people from different cultural backgrounds.

This will require applicants to manage a brief impact assessment questionnaire process with project participants (i.e., those whose involvement will contribute to the achievement of local authority specific result indicator targets)

The SEUPB is reviewing how evaluation focused technologies might be deployed to minimise any associated administration

# PEACEPLUS Action Plan

## Co-design

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

### Key components of an effective co-design process

- Intentionally involving target users in designing solutions
- Postponing design decisions until after gathering feedback
- Synthesizing feedback from target users into insights
- Developing solutions based on feedback
- Plenty of pre-engagement information in advance of co-design sessions
- Mix of engagement techniques
- Recognising that it isn't just about two communities

# PEACEPLUS Action Plan

## Co-design

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the

Programme Document is still not approved

### Indicative Timeline (Not Confirmed)

- Call document issued (September 2022?)
- September to November – Engagement
- December 2022– January 2023– Action plan development
- February 2023 - Submission of Action Plans

### Recognise the constraints

- Need to think about council / PEACEPLUS Partnerships approval processes
- Note Christmas and other mid term holidays

# Update on PEACEPLUS Partnership Development



## Update from Councils



Note: The Partnership must ensure effective communication regarding the establishment of the PEACEPLUS Partnership and the development and implementation of the PEACEPLUS action plan.

# Next Stages

Note - Indicative and work in progress. The content of these slides are subject to change and are not exhaustive as the Programme Document is still not approved

Complete PEACEPLUS Partnership establishment

Finalise all governance arrangements

Host first PEACEPLUS Meeting – June-July – Commence team building exercise

Await allocation per council area announcement from SEUPB

Call for Applications open by SEUPB – Summer 2022 (indicatively)

Agree co-design principles and methodology for the development of each Action Plan incl. project selection framework with new Partnerships (Early Summer 2022)

Collect and pull together background documentation – e.g., socio economic profiles, are profiles, GR /cp data; review participants from PEACE IV etc.- Summer 2022

Commence co-design process incl. meetings / workshops etc. from September

Long and short list of Projects Autumn/ Winter

Action Plan Late Winter/ Early Spring – Submit to SEUPB (Dependent on issue date of Call Document)

First Projects – Mid to Late 2023 following assessment process by SEUPB (normally takes 5-6 months)



**Report of  
Regional and Minority Language Implementation Working Group of Mid Ulster District  
Council**

Report of Regional and Minority Language Implementation Working Group of Mid Ulster Council held on Monday 27 June 2022 in the Council Offices, Dungannon.

**Attendees Members:** Cllr John McNamee (Chair), Cllr Cora Corry, Cllr Sean McGuigan

By Remote link: Cllr Ian Milne, Cllr Seán McPeake, Cllr Martin Kearney.

**Officers:** Tony McCance, Déaglán Ó Doibhlin

By remote link: Ryan Black

AGENDA	MATTERS AGREED	ACTIONS & RESPONSIBILITY
1.0	<b>Apologies</b>	
	Cllr T Wilson, Cllr W Buchanan	
2.0	<b>Declarations of Interest</b>	
	No declarations of interest submitted.	
3.0	<b>Minutes of previous meeting.</b>	
	A report of the minutes of the previous meeting was presented to the Working Group.	

<b>4.0</b>	<b>4 Year Plan</b>	
	D Ó Doibhlin informed the meeting that development work was commencing on a new 4 year plan for the Irish Language, with a draft anticipated within 3 months approximately. A draft 4 year plan will be presented to the next RML Working Group Meeting	D O Doibhlin, T McCance
<b>5.0</b>	<b>Signage Programme Update</b>	
	<p><b>Road Name Signage Programme</b></p> <p>T McCance reported that in the last six month period, 146 road signs had been placed on order. There had been a slight delay due to a problem with materials but full installation of approximately 100 of these was expected in the next two to three weeks, the remainder to be delivered by September with installation to follow. In the last 6 months there had been 13 cases of vandalism reported at a cost of £1380 to put right. Chair stated that statistics for criminal damage in the district had increased due to vandalism of road signs now being reported to PSNI.</p> <p><b>Internal Bilingual signage Programme</b></p> <p>Works as per schedule agreed has been completed with the exception of Cookstown and Dungannon offices which were awaiting for capital programmes to commence and new internal signage would coincide with capital works planned. Chair requested a firm date be provided to Working Group for delivery of the capital programme, T McCance to confirm this with Technical Services.</p>	T McCance
<b>6.0</b>	<b>Update from Irish Language Officer team</b>	
	D Ó Doibhlin reported that 20 successful projects were to be funded through the Irish Language Activity Grants Programme, and 100 successful applicants for the Bursary Programme this year. The number of applications for bursaries were well down from pre-covid years, possibly as a result of the drop in numbers taking Irish at second level across the district. Cllr Kearney and Cllr Milne voiced their concerns at this development. Cllr McGuigan stated that from his experience as a school governor it had become exceedingly difficult to provide all the subjects previously taught due to shrinking school budgets. Cllr Corey stated she would welcome the opportunity to engage in discussions with local	D Ó Doibhlin

	schools to explore options. It was suggested that development of a qualification less onerous than a traditional “A” level might help. D Ó Doibhlin to talk to interested parties to explore options.	
<b>7.0</b>	<b>A.O.B.</b>	
	It was agreed to schedule the next meeting for September/October	
<b><i>Meeting concluded at 6.50pm</i></b>		

**Reports of Working Groups:** Finalised Reports of Working Groups should be forwarded to Democratic Services on [committees@midulstercouncil.org](mailto:committees@midulstercouncil.org) with a cover report to be scheduled on the agenda of the next available relevant committee meeting







<b>Report on</b>	Capital Discretionary Grant
<b>Date of Meeting</b>	Thursday 15 <sup>th</sup> September 2022
<b>Reporting Officer</b>	Claire Linney, Assistant Director of Development
<b>Contact Officers</b>	Philip Clarke - Community Services Manager

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

1	<b>Purpose of Report</b>																					
1.1	<p>The purpose of this report is to seek consideration and approval for the following;</p> <ul style="list-style-type: none"><li>Capital Discretionary Grant</li></ul>																					
2	<b>Key Issues</b>																					
2.1	<p><b>Capital Discretionary Grant 2022 – 2023</b></p> <p>As part of the Capital Discretionary Grant a public call for applications was completed and the following applications received;</p> <table><tr><th>Grant Applicant</th><th>Project Detail</th><th>Value of Project</th></tr><tr><td>Naomh Colm Cille</td><td>Ballwall, Walkway, Fencing, Pitch, and Club Works</td><td>£300,000</td></tr><tr><td>Clonoe Rural Development</td><td>New Full Size Football Field</td><td>£700,000</td></tr><tr><td>Dungannon Swifts</td><td>New 3G Pitch</td><td>£375,000</td></tr><tr><td>Clogher Valley Rugby Club</td><td>Upgrade of Club Premises/Grounds</td><td>£360,000</td></tr><tr><td>Moortown GAC</td><td>Upgrade of Changing &amp; Community Gym</td><td>£450,000</td></tr><tr><td>Dungannon Rugby Club</td><td>Upgrade of Clubhouse, Pitch &amp; Walkway</td><td>£310,000</td></tr></table> <p>A stage 1 assessment was completed by officers to ensure the grant criteria was met.</p> <p>All projects were called to Stage 2 for a submission of a mini business case. At this stage one group decided not to proceed at this stage; Dungannon Rugby Club.</p> <p>Stage 2 applications have been scored by Officers and all have met the minimum score threshold.</p>	Grant Applicant	Project Detail	Value of Project	Naomh Colm Cille	Ballwall, Walkway, Fencing, Pitch, and Club Works	£300,000	Clonoe Rural Development	New Full Size Football Field	£700,000	Dungannon Swifts	New 3G Pitch	£375,000	Clogher Valley Rugby Club	Upgrade of Club Premises/Grounds	£360,000	Moortown GAC	Upgrade of Changing & Community Gym	£450,000	Dungannon Rugby Club	Upgrade of Clubhouse, Pitch & Walkway	£310,000
Grant Applicant	Project Detail	Value of Project																				
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Dungannon Rugby Club	Upgrade of Clubhouse, Pitch & Walkway	£310,000																				

The annual budget allocation from the capital fund is **£150,000** and as the total number of applications exceed the total annual budget available, the following options are presented for consideration:

**Option 1** –Allocate maximum award to the top scoring groups until budget is exhausted.

**Option 2** - Allocate a proportion of funding to each eligible group based on their ranked score.

**Option 3** –Equally split of funding across all 5 eligible applicants.

Applicant	Project	Project Value	Score	Rank	Option 1	Option 2	Option 3
Clonoe Rural Development	New Full Size Football Field	£700k	84	1	£50k	£50k	£30k
Clogher Valley Rugby Club	Upgrade of Club Premises/ Grounds	£360k	82	2	£50k	£40k	£30k
Moortown GAC	Upgrade of Changing & Community Gym	£450k	80	3	£50k	£30k	£30k
Dungannon Swifts FC	New 3G Pitch	£375k	78	4		£15k	£30k
Naomh Colm Cille	Fencing Ballwall, Walkway, Pitch upgrade	£300k	78	4		£15k	£30k
				<b>Total</b>	<b>£150k</b>	<b>£150k</b>	<b>£150k</b>

A special meeting of Development Committee will be arranged to present the detail of the relevant projects. (*\*note Clogher Valley Rugby Club has presented its project to Development Committee*).

Clogher Valley Rugby Club in discussions with both Mid Ulster District Council and Omagh and Fermanagh District Council has agreed that its main beneficiaries are within the Mid Ulster District.

### 3.1 Financial, Human Resources & Risk Implications

Financial:

Financial contribution £150,000

Human:  
NA

Risk Management:  
NA

### Screening & Impact Assessments

<b>4</b>	Equality & Good Relations Implications: NA
	Rural Needs Implications: NA
<b>5</b>	<b>Recommendations</b>
5.1	Members are recommended to;  <div style="margin-left: 40px;">(i) Consider the options for funding of the Capital Discretionary Grant and agree the preferred allocation method.</div>
<b>6</b>	<b>List of Documents Attached</b>
	None



<b>Report on</b>	Sports Representative Grants
<b>Date of Meeting:</b>	15 <sup>th</sup> September, 2022
<b>Reporting Officer</b>	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
<b>Contact Officer</b>	Leigh Gilmore, Participation Manager Margaret McCammon Community Development Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To present to Members the proposed community grant allocations for the range of: <ul style="list-style-type: none"> <li>Sports Representative Grant – Individuals (June – August 2022 )</li> </ul>
<b>2.0</b>	<b>Background</b>
2.1	The Sports Representative Grants (Individual and Team) is a continuous rolling programme.
2.2	Previously in June 2022, Members approved the recommendation for the period up to May 2022.
2.3	Eligibility criteria compliance was completed by officers followed by grant programme assessment.
<b>3.0</b>	<b>Main Report</b>
3.1	Detailed analysis of the proposed grant awards are attached with Appendix A for information.
3.2	Summary detail is as follows: The Sports Representative Grant: <ul style="list-style-type: none"> <li>27 Individual applications were received during this period but one of these was deemed ineligible as the applicant lives outside Mid Ulster district</li> <li>3 team applications were received during this period</li> <li>Proposal to award a total of £7,250 in respect of the above 29 eligible applications.</li> </ul>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial:  The Sports Representative Grant is a continuous rolling programme with an annual allocation for 2022/2023 of £15,000.

	£1,350 was approved in May 2022, £450 in June 2022 leaving a balance of £13,200. Should the grant recommendations contained within this report be approved, £5,950 remains available to be allocated for the remainder of this financial year until March 2023.
	Human: Officer time.
	Risk Management: In line with Council policies and procedures.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	To note the contents of this report and give approval for the sports grant allocations as recommended within this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix A: Grant recipients and amount of grant award.



**Appendix A: Grant recipients and amount of grant award.**

**Sportsperson Representative on eligible cost to a max of £250**

Name		Project Title	Amount Requested	Band	Amount Awarded
Carolyn	Burns	World Hockey Masters World Cup	£2,689	1	£250
Valerie	Cappell	Women's Hockey Four Nations Tournament	£390	2	£225
Jerome	Donnelly	British and Irish outdoor tug of war championships	£250	2	£225
Abbie	Harkness	International Horse Trials	£400	2	£225
Patrick	Haughey	British and Irish outdoor tug of war championships	£250	2	£225
Lewis	Henry	ICTSC National Skeet Home International 2022	£577	2	£225
Matthew	Henry	2022 European Classic Open Powerlifting Championships	£530	1	£250
Paul	Heron	British and Irish Outdoor Tug of War Championships	£250	2	£225
David	Herron	World Coarse Fishing Float Angling Championship	£1,000	1	£250
Miles	Hutchinson	WHEA World Strongest Man Championships	£1,550	1	£250
Marc	Hutchinson	Wako world and European Championships (Kick boxing)	£250	1	£250
Ronan	Kelly	British and Irish outdoor tug of war championships	£250	2	£225
Mark	King	2022 FIA Motorsport Games Marseille, France	£500	1	£250
Aoife	Mallon	International Horse Trials	£250	2	£225
Luke	Marks	ICTSC National Skeet Home International 2022	£606	2	£225
Erin	Mathieson	International Horse Trials	£250	2	£225
Gerald	McEldowney	British and Irish outdoor tug of war championships	£250	2	£225
Bernard	McWilliams	British and Irish Tug of War Championships	£250	2	£225
Kym	Moore	Pony Club UK Championships	£250	2	£225
Nathan	Moore	World Blackball Championships	£590	1	£250
Adam	Rafferty	HSBC UK cyclocross national championship	£710	2	£225
Steven	Speers	British and Irish outdoor tug of war championships	£250	2	£225

Band	Amount
1	<b>£250.00</b>
2	<b>£225.00</b>
3	<b>£200.00</b>
4	<b>£175.00</b>
5	<b>£150.00</b>

Desi	Stinson	Home Internationals Billiards and Snooker (HIBSF)	£370	2	£225
Kirstin	Thom	JCB Pony Club Championships 2022	£250	2	£225
Hannah	Turkington	Dodgeball World Championships	£1,510	1	£250
Aaron	Wilson	British and Irish outdoor tug of war championships	£250	2	£225
Total					<b>£6,050</b>

#### Ineligible Sports Representation

James	Anderson	Masters Hockey World Cup - Nottingham 2022	Applicant lives outside Mid Ulster District so therefore is ineligible.
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#### Sports Team Representative on eligible cost to a max of £500

Name	Project Title	Amount Requested	Band	Amount Awarded
Kildress Wolfe Tones GAA	Feile 2022	£500	3	£400
Michael Davitt Camogie Club, Swatragh	Camogie National Feile Finals	£500	3	£400
St. Trea's Ballymaguigan	ALL Ireland Feile	£870	3	£400
Total				<b>£1,200</b>

Band	Amount
1	<b>£500.00</b>
2	<b>£450.00</b>
3	<b>£400.00</b>
4	<b>£350.00</b>
5	<b>£300.00</b>

<b>Report on</b>	NIEA Challenge Fund
<b>Date of Meeting</b>	15 <sup>th</sup> September 2022
<b>Reporting Officer</b>	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
<b>Contact Officer</b>	Anne Reid, Parks & Countryside Development Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Council on the successful application to NIEA Challenge Fund to produce a detailed Feasibility Study and to seek approvals to appoint suitably qualified personnel/company for the delivery of same.
<b>2.0</b>	<b>Background</b>
2.1	Previously in February 2021 (minute ref: D034/21) Outdoor Recreation NI (ORNI) were appointed to carry out Scoping Studies on Dunmoyle, Altmore and Drumcaine Forest.
2.2	In September 2021 (minute ref: D154/21) the Scoping Studies were adopted by Council and permission granted to procure and appoint suitably qualified Integrated Consultancy and Supply Teams (ICT and IST) to develop all necessary designs, specifications, procurement documentation and project manage agreed schemes associated to Drumcaine, Altmore and Dunmoyle Forests, subject to available funding.
<b>3.0</b>	<b>Main Report</b>
3.1	The Scoping Study for the development of Altmore/Cappagh sets out the possible options for the development of this site as an outdoor recreation facility and provides an indication of proposed works, including timeframe, next steps, and estimated costs required to fully develop Altmore Forest as a 'local multi-activity hub'. In addition to Altmore Forest, the Scoping Study has been strongly influenced by the recreational opportunities associated with Northern Ireland Water lands. Therefore, the Study area of Altmore embraces all lands reaching as far east as Cappagh Village, rather than just the forested area.
3.2	Therefore, to move this project to the next stage, an Expression of Interest was made to NIEA Challenge Fund in March 2022 for funding to produce a detailed feasibility study for the development of publicly owned lands within the Altmore/Cappagh area as a local activity hub – it is anticipated that once this work is carried out Council should be in receipt of a report with detailed concepts/designs/costings and therefore be at the next stage of "readiness" should capital investment and/or funding opportunities be available in the future.
3.3	A letter of offer has been issued to Council, supporting a maximum of 76.7% of eligible costs, up to £40,000. Match funding by Council is in the form of staff time £12,143 (23.3%).

3.4	Should Members give approval to proceed, Council will therefore seek to appoint a suitably qualified company/personnel to produce detailed design documentation in relation to a full master planning for Altmore Forest and surrounding lands.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: There are no additional financial costs associated with this project.
	Human: There are no additional Council human resources implications associated with this project.
	Risk Management: Considered in line with relevant policies and procedures as part of the tendering exercise and in the appointment of personnel.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	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.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	To note the contents of this report and give approval for the acceptance of the letter of offer from NIEA and to grant approvals to appoint suitably qualified personnel/company following Council's procurement process.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	N/A

<b>Report on</b>	Ulster Way
<b>Date of Meeting</b>	15 <sup>th</sup> September 2022
<b>Reporting Officer</b>	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
<b>Contact Officer</b>	Anne Reid, Parks & Countryside Development Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Council on the current insurance for Ulster Way and to seek permission to enter into a Permissive Path Agreement with one number landowner for the lands to the north east of Eagles Rock, Moydamlaght Forest.
<b>2.0</b>	<b>Background</b>
2.1	The Ulster Way is a long distance walk made up of a series of trails throughout Northern Ireland which total 636 miles (1,024km). It encircles the province and takes in all six counties as well as a small portion of trail in Donegal.
2.2	Within MUDC there are two sections of Ulster Way, one within the Sperrins and one within the wider Aughnacloy area. Map enclosed within Appendix A.
2.3	The insurance for Ulster Way across NI commenced approx. 2004 as a concerted regional effort was made to open up recreational trails and paths for the public in a bid to increase access to the countryside.
2.4	The initiative was launched by NIEA. The NIEA funded Outdoor Recreation Northern Ireland (ORNI) annually to take out insurance to indemnify private landowners for parts of the Ulster way that was on private land and where no access agreement existed. In 2017, NIEA cut this funding to ORNI and ORNI continued to cover the cost of the insurance, however some ORNI Board members felt that it was a cost that should have been borne by Councils as it is outside of ORNI's remit. ORNI Board has now taken decision not to renew the insurance due to increased costs as per recent letter issued (appendix B). ORNI have advised that there have not been any claims against this policy since it was taken out.
2.5	Within MUDC, the portion of Ulster Way on private land where no access agreement is in place equates to approx 1.3km. It is understood that this section is in the ownership of one number landowner. This is the section of Ulster Way that ORNI's insurance policy covered within MUDC.
2.6	Over the years there would have been maintenance and inspections of the Ulster Way route, in subsequent the inspection was carried out by ORNI volunteers. This however is no longer the case.

<b>3.0</b>	<b>Main Report</b>
3.1	Council has made contact with the one number landowner to the north east of Moydamlaght Forests. This section of ground equates to approx 1.3km. Permission is sought to enter into a Permissive Path Agreement (PPA) with this landowner.
3.2	Under a PPA, the landowner still owns the land however the Council is responsible for the maintenance and insurance of the pathway. The next stage of the project is to secure landowner agreement through Council's Parks & Countryside Development Officer and Legal team.
3.3	As these landowner discussions progress, it is requested to add this section of the Ulster Way (approx 1.3km) to Council's insurance
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Additional financial costs may be required to add the additional 1.3km to Council insurance (anticipated to be minimal or none at all due to it being such a small distance) The path crosses open heath and requires little regular maintenance. The path is for experienced hill walkers only and is advertised as such.
	Human: There are no additional Council human resources implications associated with this project.
	Risk Management: Considered in line with relevant policies and procedures as part of the entire project.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	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.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	To grant permission to enter into a Permissive Path Agreement with one number land owner on the lands to the north east of Moydamlaght Forest.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	Appendix A – Ulster Way Map Appendix B – ORNI Insurance Letter

## Appendix A – Ulster Way Map



7<sup>th</sup> June 2022

**Re: Ulster Way Insurance Policy**

Dear Anne,

As you are aware, NIEA covered from 2009 to 2019 the cost of an insurance policy that indemnified private landowners along quality sections of the Ulster Way. In 2019, NIEA stopped paying the premium and since then, ORNI continued to pay the premium from its own reserves. Unfortunately, the premium has increased threefold this year and consequently ORNI's Board of Directors have taken the decision that it was no longer viable to continue to pay the cost of the insurance.

This policy has now lapsed, and it is now the Councils responsibility to either indemnify these landowners through its own Council insurance policy or enter into PPA with the private landowners along the route to take on the management, maintenance and liability of such.

If any quality sections of the Ulster Way were to be developed on private land in the future, the above would also stand.

As you know DAERA is working towards producing new access legislation in the future and we have once again reinforced the need for any new legislation to give protection to private landowners in the future.

Yours Sincerely,



Diane Crookes

pp. Caro-lynn Ferris

Executive Director

Outdoor Recreation Northern Ireland



<b>Report on</b>	The regulation of cosmetic treatments in Northern Ireland
<b>Date of Meeting</b>	15 <sup>th</sup> September 2022
<b>Reporting Officer</b>	Kieran Gordon, Assistant Director of Health, Leisure & Wellbeing
<b>Contact Officer</b>	Melanie Patterson, Principal Environmental Health Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform Members of a request from The Local Authority Health and Safety Liaison Group (HSLG) seeking Council's written support to request better regulation of cosmetic treatments in Northern Ireland, along with the introduction of a licensing scheme for non-surgical cosmetic procedures.
<b>2.0</b>	<b>Background</b>
2.1	The popularity of aesthetic non-surgical cosmetic treatments has grown rapidly in recent years, with new non-surgical cosmetic procedures continually emerging on the market.
2.2	The existing legislation available to Environmental Health Officers in Northern Ireland to regulate this sector is however considered no longer fit for purpose.
2.3	In October 2021 the <i>Botulinum Toxin and Cosmetic Fillers (Children) Act 2021</i> came into force in England making it illegal to administer Botox or a filler by way of injection for a cosmetic purpose to a person under 18 years of age. No such law exists in Northern Ireland.
2.4	The introduction of a national licensing scheme to govern the oversight of advanced aesthetic non-surgical cosmetic treatments was one of seventeen recommendations made by the All-Party Parliamentary Group on Beauty, Aesthetics and Wellbeing following their Inquiry into advanced aesthetic non-surgical cosmetic treatments.
2.5	The UK Government recently confirmed its intention to introduce a licensing regime for non-surgical cosmetic procedures to better regulate the cosmetic industry in England through an amendment to the Health and Care Bill.
<b>3.0</b>	<b>Main Report</b>
3.1	Cosmetic treatments are those carried out for non-medical reasons, usually for aesthetic purposes.
3.2	In recent years there has been a significant rise in the number and type of non-surgical aesthetic procedures available, with many practitioners performing treatments without being able to evidence appropriate training and the required standards of oversight and supervision.
3.3	The licensing scheme proposed for England will introduce consistent standards that individuals carrying out non-surgical cosmetic procedures such as lip fillers, Botox etc. must

	meet, as well as hygiene and safety standards for premises. The new licensing scheme will focus on those cosmetic procedures which, if improperly performed, have the potential to cause great harm.
3.4	The existing legislation available to Environmental Health Officers to regulate this sector in Northern Ireland is considered no longer fit for purpose. The current legislative controls only cover a very limited range of treatments, meaning many newer, riskier treatments are unregulated. Additionally no licensing scheme (similar to that being introduced in England) exists in Northern Ireland.
3.5	<p>The Local Authority Health and Safety Liaison Group (HSLG) is the joint strategic steering group for health and safety within Northern Ireland and it is a subgroup of Environmental Health Northern Ireland (EHNI). The HSLG comprises of representatives from each Council in Northern Ireland and the Health and Safety Executive for Northern Ireland (HSENI).</p> <p>The HSLG is asking Mid Ulster District Council for their support in this matter and requests that Members consider writing to the Health Minister to seek the better regulation of cosmetic treatments in Northern Ireland, along with the introduction of a licensing scheme for non-surgical cosmetic procedures. (letter received enclosed within Appendix A)</p>
3.6	A draft letter is enclosed within Appendix A for Members consideration and approval to send.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: None anticipated at this juncture.
	Human: None anticipated at this juncture.
	Risk Management: None anticipated at this juncture.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That Members note the contents of this report, support the Local Authority Health and Safety Liaison Group's request and agree to send a letter to the Health Minister to ask for better regulation of cosmetic treatments in Northern Ireland, along with the introduction of a licensing scheme for non-surgical cosmetic procedures.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix A – Letter from the Local Authority Health and Safety Liaison Group
6.2	Appendix B – Draft Letter to the Northern Ireland Health Minister.

By email

11<sup>th</sup> July 2022

Kieran Gordon  
Assistant Director of Health Leisure and Well Being  
Mid Ulster District Council  
Circular Road  
Dungannon  
BT71 6DT

Dear Mr Gordon,

**RE: REGULATION OF COSMETIC TREATMENTS IN NORTHERN IRELAND**

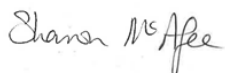
The popularity of aesthetic non-surgical cosmetic treatments has grown rapidly in recent years, with new non-surgical cosmetic procedures continually emerging on the market. The existing legislation available to Environmental Health Officers in Northern Ireland to regulate this sector however is considered no longer fit for purpose.

The introduction of a national licensing scheme to govern the oversight of advanced aesthetic non-surgical cosmetic treatments was one of seventeen recommendations made by the All-Party Parliamentary Group on Beauty, Aesthetics and Wellbeing following their Inquiry into advanced aesthetic non-surgical cosmetic treatments.

The UK Government have recently agreed to amend the Health and Care Bill in England to introduce a licensing scheme for non-surgical cosmetic procedures to better regulate the cosmetic industry in England.

The Local Authority Health and Safety Liaison Group (HSLG) is seeking the support of Mid Ulster District Council on this issue and is requesting consideration be given to writing to the Health Minister to request better regulation of cosmetic treatments in Northern Ireland, along with the introduction of a licensing scheme for non-surgical cosmetic procedures.

Yours sincerely



**Sharon McAfee**

Chair of Local Authority Health and Safety Liaison Group (HSLG)



Comhairle Ceantair  
**Lár Uladh**  
**Mid Ulster**  
District Council

Mr Robin Swann MLA  
Health Minister  
Department of Health  
Castle Buildings  
Stormont  
Belfast  
Northern Ireland  
BT4 3SQ

Dear Mr Swann,

**Re: The Regulation of Cosmetic Treatments in Northern Ireland**

Due to the continuing popularity and rapid growth of new non-surgical cosmetic procedures that are emerging onto the market, Mid Ulster District Council wishes to highlight its concern regarding the increased risk to public health arising from these substantially unregulated procedures.

Elected Members are aware and concerned that the existing legislative framework available to environmental health departments across Northern Ireland is no longer fit for purpose and does not provide the necessary regulatory toolkit in which to address this area of public health concern.

It is notable that due to the significant rise in the number and type of non-surgical aesthetic procedures available, the UK Government have agreed to amend the Health and Care Bill in England to introduce a licensing scheme for non-surgical cosmetic procedures, to better regulate the cosmetic industry in England.

Whilst it is acknowledged that our environmental health officers currently engage with relevant businesses and utilise existing health and safety legislation and local bye-laws, Council would welcome better regulation of cosmetic treatments and the introduction of a licensing scheme as it is essential to adequately protecting the public's health.

Mid Ulster District Council therefore respectfully requests that your Department gives serious consideration to remedying this legislative shortfall within Northern Ireland.

Thank you in anticipation of your assistance in this matter

Yours sincerely

Ryan Black  
Strategic Director for Communities and Place, on behalf of Mid Ulster District Council

Mid Ulster District Council Dungannon Offices  
Circular Road,  
Dungannon, BT71 6DT

<b>Report on</b>	Consultation on The Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2023
<b>Date of Meeting</b>	15th September 2022
<b>Reporting Officer</b>	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
<b>Contact Officer</b>	Monica McDonnell, Principal Environmental Health Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform Members about the Food Standards Agency's Consultation on The Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2023 and seek any comments/amendments from Members on the enclosed Mid Ulster District Council draft response.
<b>2.0</b>	<b>Background</b>
2.1	The Food Hygiene Rating Scheme is a Food Standards Agency (FSA) and District Council partnership initiative. It is a key public health measure and an important commercial driver for businesses to achieve and maintain compliance with existing food hygiene law. The Food Hygiene Rating Scheme provides transparency to consumers about the hygiene standards in food outlets at the time of inspection by food safety officers from District Councils. This allows consumers to make informed choices about where they eat out or shop for food.
2.2	In October 2016, the Food Hygiene Rating Act (NI) 2016 (the Act) made operation of the Scheme in Northern Ireland statutory. Prior to this, and from 2011, the scheme had operated on a voluntary basis for both District Council and Food Business Operator (FBO) participation. Food Hygiene Ratings (FHR) are determined by District Council's following inspections carried out to verify food business compliance with food hygiene laws.
2.3	Food businesses are given a rating from 0 (Urgent Improvement Necessary) to 5 (Very Good) which reflects the food hygiene standards found at the time of inspection.
2.4	With an increasing trend for consumers to purchase food online, a key provision within the Act is for online display of food business Food Hygiene Ratings to further increase the accessibility of this information.

<b>3.0</b>	<b>Main Report</b>
3.1	<p>The introduction of the Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2023 will:</p> <ul style="list-style-type: none"> <li>Require an operator of a food business establishment, which supplies a consumer with food ordered via an online facility, to ensure that the facility displays an online icon (the form of the online Food Hygiene Rating) representing the valid Food Hygiene Rating in respect of that establishment.</li> <li>Prescribe the form of a valid Food Hygiene Rating icon <ul style="list-style-type: none"> <li>➤ To support the proposed legislative requirements FSA are developing a range of digital icons which will take the form of a Food Hygiene Rating and will align with the style and branding of the Food Hygiene Rating sticker visible at food business establishments. The new icons will be freely available on the FSA's ratings website (<a href="http://www.food.gov.uk/ratings">www.food.gov.uk/ratings</a>), and will deliver improved digital imagery that supports the FHRS 'brand' and meet new accessibility requirements.</li> </ul> </li> </ul>
3.2	It is anticipated that the new rules will come into force in April 2023.
3.3	Northern Ireland Food Managers Group, which sits under Environmental Health Northern Ireland (EHNI), has prepared a response to the FSA's consultation on The Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2023. The deadline for response was 9 <sup>th</sup> September 2022 however with no committee meetings in August, Council still have a mechanism to provide feedback therefore the proposed consultation response is enclosed for Members consideration and any comments/amendments.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: N/A during this current consultation phase.
	Human: Officer time to prepare and submit a consultation response.
	Risk Management: N/A during this current consultation phase.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None anticipated at this juncture.
	Rural Needs Implications: None anticipated at this juncture.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	To note the contents of this report and give approval for the enclosed draft consultation response to the consultation on The Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2023.

<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix A: Mid Ulster District Council's proposed response to the FSA's Consultation on The Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2023.
6.2	The full consultation packaging can be viewed at the following link: <a href="#">The Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2023   Food Standards Agency</a>





## **Consultation on the Food Standards Agency's Food Hygiene Rating (Online Display) Regulations (NI) 2023**

**Document:** [The Food Hygiene Rating \(Online Display\) Regulations \(Northern Ireland\) 2023 Food Standards Agency](#)

**Response submission:** [executive.support@food.gov.uk](mailto:executive.support@food.gov.uk)

**Closing Date:** 9<sup>th</sup> September 2022

Mid Ulster District Council welcomes the opportunity to provide the comments below on The Food Hygiene Rating (Online Display) Regulation (NI) 2023.

Mid Ulster District Council welcomes the introduction of the above regulations to implement the online display provision within the statutory Food Hygiene Rating Scheme. While it should be anticipated that these regulations will ensure consistency of Food Hygiene Rating display across all platforms and provide authorised officers with the appropriate tools for enforcement, Mid Ulster District Council has some reservations in respect of being able to enforce this piece of legislation.

### **Question 1:**

**Do you agree with the proposed commencement date which will be immediately following the legislative process (est. April 2023)? If you consider an alternative date appropriate, please specify this and provide a rationale.**

Mid Ulster District Council is aware that District Councils are addressing the backlog of inspections that resulted from the pandemic and would point out the focus for the last quarter of the 2022/2023 year will be on working to the FSA recovery milestone of 31<sup>st</sup> March 2023. Promotion of the FHRS online display regulations is not a priority in the current FSA recovery plan and it may be likely that DCs will not have the resources to support a PR campaign at that time.

Mid Ulster District Council is also mindful that should the appropriate legislative processes not be in place then it is likely that the suggested commencement date above may have to be extended. Mid Ulster District Council would point out that the impact assessment refers to additional funding given to all DCs for the 2022/2023 year for use towards the costs of implementing these regulations. Consideration needs to be given to the possibility that not all work in this regard will be undertaken in the 2022/2023 financial year. Mid Ulster District Council would welcome further updates in regard to changes to the proposed commencement date and expectations on DCs during the lead up period.

### **Question 2:**

**Do you have any comments regarding the definition of an “online facility” which will bring certain businesses within scope of this requirement? If you think this definition has included or excluded certain business in the scheme that should or should not be, please provide details and a rationale of why they should be included or excluded.**

Mid Ulster District Council does not have any comments regarding the definition of an “online facility”.

### **Question 3:**

**Do you agree with the proposed specified relevant period of 7 days (beginning on the day the rating is published on [www.food.gov.uk/ratings](http://www.food.gov.uk/ratings)) for online display? If not, please state why and provide a rationale for an alternative period.**

Mid Ulster District Council is in agreement with the proposed specified relevant period of 7 days for online display as all businesses will have been through the appropriate notification and appeal period prior to publishing.

**Question 4:**

**Do you have any comments regarding the definition of the “relevant point” which defines the location of where the food hygiene rating icon must be displayed?**

Mid Ulster District Council has no comments in relation to the definition of the “relevant point” as it is clearly explained in the interpretation section of the draft regulations.

**Question 5:**

**Do you have any comments regarding the definition of a “social media service?”**

Mid Ulster District Council does not have any comments regarding the definition of a “social media service”.

**Question 6:**

**a) Does the wording in regulation 3 (2)(a) make it clear who the regulations apply to?**  
**b) Do you have any comments regarding regulation 3 (2)(a)?**

a) Mid Ulster District Council interprets the wording in regulation 3 (2)(a) to apply to those food business operators who use their own online facility from which food can be purchased and to online facilities that are used by one or more food business operators to sell their foods.

b) Mid Ulster District Council has no further comments regarding regulation 3(2)(a)

**Question 7:**

**a) Does the wording in regulation 3 (2)(b) make it clear who the regulations apply to?**  
**b) Do you have any comments regarding regulation 3 (2)(b)?**

- a) Please see comments below under b).
- b) Mid Ulster District Council is aware of the Food Standards Agency’s work with online aggregators and welcome the opportunity for District Councils to participate in such workstreams. The willingness of online aggregators to display prescribed and valid food hygiene ratings is an important factor in the implementation of the online display regulations. Mid Ulster District Council would seek clarification on whether a failure to display a prescribed and valid FHR on an aggregator site constitutes an offence that can be enforced by a Fixed Penalty Notice (FPN), in that failure to display an icon at the relevant point is an offence by the FBO. As there does not appear to be any legal requirement in the draft regulations for aggregators to display ratings, Mid Ulster District Council is concerned that there may be some reluctance from aggregators to do so. FBOs could be committing offences through no fault of their own.

Clarification is being sought on the offence of failure to display a prescribed valid online food hygiene rating. The wording of the fixed penalty notice in Schedule 2 of the Food Hygiene Rating Regulations (NI) 2016 refers to the offence as failure to display an ‘online link’ contrary to section 10 (1) of the Food Hygiene Rating Act (NI) 2016. The draft online display regulations reference an ‘icon’. It is the understanding of Mid Ulster District Council that a link is only to be used by food business operators that have a chain of establishments as detailed in section 3(3) of the draft regulations.

In Schedule 2 Part A of the Food Hygiene Rating Act, clarification is also sought on whether the FPN should make reference to section 7(3) in the alleged offence for online display, in a manner similar to the reference of 7(1) in the alleged offence of failure to display a sticker?

Mid Ulster District Council would welcome further engagement by the FSA with social media platforms providers in order to address ongoing issues District Councils are experiencing with food traders using such platforms. It is envisaged that there may be an increase in complaints from consumers with regard to the display of a FHR by businesses selling via social media. Businesses may not provide all the necessary information on these platforms to enable District Councils to identify where the business is operating from, leaving them unable to register the business or take appropriate enforcement actions.

**Question 8:**

**Do you have any comments regarding regulation 3 (3)?**

Mid Ulster District Council would suggest consideration is given to the following:

As per Regulation 3, a facility that operates in respect of an operator's chain who is permitted to provide a hyperlink to the required information should be encouraged to do so in a way that does not provide an overwhelming amount of information to the consumer on establishments that it would not be possible for them to order from. For example, a UK wide chain listing the FHR of all its establishments including those in mainland GB.

**Question 9:**

**a) Do you foresee issues with any of the proposed prescribed key branding parameters in Regulation 4? In particular, do you have any issues with the specification of the colour Green Pantone 376?**

**b) Do you foresee any issues with the rating being within the rating scale (0 to 5), to provide some context to consumers, as shown in the FHR images in Figure 2 and Figure 4?**

**c) Do you have any other comments on Regulation 4?**

Mid Ulster District Council does not have any comments on question 9, nor do we foresee any issues with the questions asked in parts a) and b).

**Additional comments**

Mid Ulster District Council would welcome guidance and/or training in evidence gathering for FHR offences committed online, particularly to ensure compliance with RIPA (Regulation of Investigatory Powers legislation). Currently RIPA investigations require the agreement and sign off by a magistrate.

Mid Ulster District Council would bring to the attention of the FSA that not all District Councils can carry out online monitoring checks due to internal security restrictions on their IT systems. The use of personal technology would not be acceptable for enforcement purposes. Mid Ulster District Council acknowledges that the additional funding can be used to facilitate exploration into overcoming these barriers however there are still concerns that District Councils will have difficulty enforcing this legislation.

Mid Ulster District Council would welcome further guidance on the use of Fixed Penalty Notices to ensure consistency of enforcement among District Councils. Currently District Councils may operate different time scales for the enforcement of FPNs based on internal procedures. Mid Ulster District Council would also welcome guidance and/or training in evidence gathering for offences committed online, particularly to ensure compliance with RIPA

Mid Ulster District Council is largely in agreement with the assessment of the potential impact and costs of implementation on food businesses and District Councils. Mid Ulster District Council acknowledges the additional funding given to District Councils for the 2022/2023 financial year is to accommodate the estimated costs. Mid Ulster District Council agrees that the scoping estimate of 26% of businesses in Northern Ireland that use an online ordering facility is low and would suggest a much greater percentage of food businesses will be required to display an online FHR. Mid Ulster District Council notes that this is acknowledged by the FSA in the impact assessment in that the most up to date data is pre-pandemic and may not reflect the changes to consumer behaviour which resulted from the pandemic.

Mid Ulster District Council also agrees that in order to minimise impacts on District Councils in the monitoring and enforcement of the online display regulations, they should adopt a risk based and proportionate approach and target resources to focus on businesses that are non-broadly compliant.

<b>Report on</b>	Review of Commissioner for older people Northern Ireland
<b>Date of Meeting</b>	15th September 2022
<b>Reporting Officer</b>	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
<b>Contact Officer</b>	Raisa Donnelly, Age Friendly Coordinator

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform Members about the Commissioner for Older People Northern Ireland review and seek any comments/amendments from Members on the enclosed Mid Ulster District Council draft response.
<b>2.0</b>	<b>Background</b>
2.1	An independent review team has been tasked with a review of the Commissioner for Older People Northern Ireland (COPNI) as part of the New Decade, New Approach commitment to review Arms' Length Bodies (ALBs) in Northern Ireland.
2.2	The aim of the review is to take a holistic look at the Body to determine whether its status continues to represent the optimum mode of delivery for the desired policy and strategic outcomes in comparison to other options, alongside looking at governance, efficiencies and opportunities for better partnership working focused on a strategic and proportionate approach.
<b>3.0</b>	<b>Main Report</b>
3.1	COPNI was established through the Commissioner for Older People Act (NI) 2011, to act as an independent voice and champion for older people, and to safeguard and promote their interests. The Commissioner acts as a champion for the rights of older people and speaks out on issues affecting them. Through research and engagement with older people and the groups that represent them, the Commissioner seeks to understand the issues that matter most. This understanding provides a platform upon which to provide advice to Government and policy makers on a range of issues impacting older people. The Commissioner is empowered to provide assistance to individual older people who require advocacy and legal support in defined circumstances. Legislation also enables The Commissioner to conduct investigations as determined appropriate.
3.2	The aim of the review is to take a holistic look at the Body to determine whether its status continues to represent the optimum mode of delivery for the desired policy and strategic outcomes in comparison to other options, alongside looking at governance, efficiencies and opportunities for better partnership working focused on a strategic and proportionate approach.
3.3	As part of the review a wide range of stakeholders are being encouraged to get involved with the consultation and contribute to the review process. As part of the review,

	COPNI have identified Mid Ulster Age Friendly as a stakeholder. Enclosed with Appendix A is a draft response. A short deadline was given for a response (10th August 2022) however with no committee meetings in August, Council still have a mechanism to provide feedback therefore the proposed response is enclosed for Members consideration and any comments/amendments.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: N/A during this current review phase.
	Human: Officer time to prepare and submit a response.
	Risk Management: N/A during this current review phase.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None anticipated at this juncture.
	Rural Needs Implications: None anticipated at this juncture.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	To note the contents of this report and give approval for the enclosed draft response on the Commissioner for Older People Northern Ireland review.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix A: Mid Ulster District Council's proposed response to the Commissioner for Older People Northern Ireland review

## REVIEW OF COPNI

Name	
Organisation	Mid Ulster District Council

**We would ask you to please complete this in Word, save your document and email back to us.**

(Please type your response in boxes below, each box will expand to accommodate your answer)

### 1. Form and function

- a) Have you interacted with COPNI and how does the Commissioner relate to the work of your organisation?

To date the Age Friendly Co-ordinator has had no direct links working with the COPNI. The work of the Commissioner and COPNI is to further engage with older people to hear what matters most to them, inform policy makers and government, representing older people in the media and providing an advocacy for older people.

These key areas very much relate to the work of Mid Ulster District Council including the Age Friendly agenda. Through the MUDC Community Plan outcomes have been identified including: We are better enabled to live longer healthier and more active lives and we care more for those most vulnerable and in need.

The Age Friendly Co-ordinator has signposted individuals to services and promoted the services offered by the COPNI and Commissioner.

## b) What is unique about the role and functions of COPNI?

The Commissioner and his team work on a number of different areas in order to safeguard and promote the interests of older people.

The Commissioner for Older People provides assistance to individual older people who need advocacy or legal support including where an older person is having problems dealing with a public authority the Commissioner can advocate on their behalf.

The Commissioner can provide advice to the Government on a range of issues to ensure that the interests of older people are promoted and safeguarded when policy or legislative changes are being considered.

The Commissioner regularly speaks on television, radio and print media, championing the interests of older people and commenting on a wide range of issues including: Championing the rights of older people to the services, support, respect and equality that they deserve and the need for service providers and Government to be accountable for the decisions they make in planning and delivering services and support for older people.

“The State of Ageing 2022” a review of public data by the Centre for Ageing Better, further highlights the unique role of the Older People’s Commissioners in Northern Ireland by strengthening the call for an Older Peoples Commissioner in England, in line with NI and Wales.



- c) Have you identified potential overlaps between COPNI and other agencies concerned with older people's rights?

There are various agencies, organisations including the community and voluntary sector throughout Northern Ireland locally and regionally that are concerned with older people's rights and provide support to address their needs. This has been further highlighted during the Covid 19 pandemic.

Mid Ulster District Council (MUDC) are concerned with older people's rights and provide support to address their needs. Through the MUDC Community Plan outcomes have been identified including: We are better enabled to live longer healthier and more active lives and we care more for those most vulnerable and in need. The Health And Wellbeing Thematic Subgroup has identified an "Ageing Well" initiative as one of its outcomes within the Health And Wellbeing Theme of the Mid Ulster Community Plan. The Aging Well Initiative which seeks to ensure that all areas of life include provision for older people from accessing our leisure services, to basic service requirements to shopping. Mid Ulster council with support from Public Health Agency have appointed an Age Friendly Co-ordinator who is taking on the role of developing the initiative. All 11 council areas have signed up to become Age Friendly.

Locally within Mid Ulster, The Mid Ulster Agewell partnership works together to support and provide assistance to older people in the community through their Good morning call and the home maintenance service. Furthermore they engage with a wide range of Agencies to support referrals and pathways to other support services and programmes for older people throughout Mid Ulster. Mid Ulster Seniors Network involves community, statutory and voluntary partners, working together to improve later life for people across the Cookstown, Dungannon and Magherafelt areas. Mid Ulster Seniors Network work to strengthen the voice of older people and support them to influence decisions on local policy and services. They are supported by Age NI to share information, learning and progress on key issues to bring about positive change to services, policy and practice. Other networks include Mid Ulster Disability Forum and Mid Ulster Loneliness Network.

There are opportunities for COPNI to continue to work in partnership with key stakeholders and other agencies to address rights of older people to grow old.

## 2. Control and Governance

The Commissioner role has Corporation Sole status (there is no Board) and is supported by an office which is an NDPB, sponsored by the Department for Communities, DfC.

- a) How suitable is the current Delivery Body status (i.e. NDPB and Corporation Sole) for the effective delivery of the statutory functions of the Commissioner's role?

To date the Age Friendly Co-ordinator has had no direct links working with the COPNI. However the role of the COPNI should be supported by working in partnership with other organisations and agencies concerned with older people's rights.

- b) Are there other potential options which could enhance the delivery of COPNI's statutory functions?

Each of the eleven local government authorities have now established Age Friendly within their organisations, it may be an opportunity for the Regional Age Friendly Network NI to expand their membership and include representation from COPNI to help strengthen the partnership and delivery of COPNI regionally.

Many of the outcomes of the MUDC community plan reflect the outcomes in the Programme for Government. Community planning structures could be another option for COPNI to become involved in to help promote and action the needs and interests of older people.

- c) The Commissioner is appointed by The Executive Office while the sponsor Department for COPNI is the DfC. What are the strengths and weaknesses of these arrangements?

To date the Age Friendly Co-ordinator has had no direct links working with the COPNI.

However the role of the COPNI should be supported by working in partnership with other organisations and agencies concerned with older people's rights.

As there are 2 organisations involved it is important there are clear lines of communications between both organisations at all times and roles and responsibilities of both organisations are clearly defined.

### 3. Legislation

COPNI acts as an independent voice and champion for older people in line with the legal powers and duties defined by the 2011 Act with a statutory duty to safeguard and promote the interests of older people in Northern Ireland. Do you have any comments on the appropriateness of this legislation or the legal powers and duties afforded to COPNI by the 2011 Act?

This is an important piece of statutory legislation which allows for an independent voice and champion for older people which is appropriate for COPNI. The 2011 Act could be reviewed and updated to ensure it reflects and is appropriate, relevant and consistent with the strategic any new Age friendly policy/legislation for example Active Ageing strategy, PHA Making Life Better, A Whole System Strategic Framework for Public Health.

#### 4. Value for money

- a) How should the Commissioner's office be assessed as providing value for money?

The Commissioner's office should continue to have governance arrangements in place with governance documents including financial reports available for all to access.

- b) Has the office for the Commissioner for Older People made best use of available resources?

To date the Age Friendly Co-ordinator has had no direct links working with the COPNI but the Age Friendly co-ordinator has availed of useful information through the COPNI website and has been able to signpost service users.

#### 5. Accessibility

- a) Are there groups of older people who may find it more difficult to access the Commissioner?

Some older people may find it more difficult to access the Commissioner:

- Section 75 groups
- Victims of abuse
- Rural
- Housebound
- People living in residential care
- People ageing without children
- Those who are not connected to the internet

- b) What could be done to promote and raise awareness of COPNI?

There are a variety of ways that can promote and raise awareness of COPNI including Newspapers, radio, tv, social media, internet, community notices and community navigator roles are all important in supporting effective communication.

Raise awareness of advice available. Getting information out needs to be not just digital but non-digital, newsletters, booklets, leaflets – older people also prefer face to face meetings as they are so scared of scams. Being able to access information that is essential to older people on transport, housing, community activities, community support, residential care, financial advice at critical time in their life or going through change.

Contact with local councils to request invitation to council meetings to present on the work of the COPNI to promote and raise awareness.

There are opportunities for COPNI to continue to work in partnership with key stakeholders and other agencies to address rights of older people to grow old. Co-design, collaboration, working together to ensure resources needed for an ageing population.

## 6. Efficiency and Effectiveness

- a) Could you describe the most positive aspects of your organisation's engagement with COPNI? Also what were the more negative aspects of that engagement?

To date the Age Friendly Co-ordinator has had no direct links working with the COPNI. The Age Friendly co-ordinator has availed of useful information through the COPNI website and has been able to signpost service users.

- b) Has the work of the Commissioner focussed on the most important issues for older people? And are there other issues which could have been given more priority?

The work of the commissioner has focused a vast range of issues for older people including; supporting our ageing population by promoting positive ageing and ending age discrimination, better health and social care and tackling financial abuse and scams and protecting older victims of crime.

However after recent engagement and consultation with older people in the Mid Ulster area from April-June 2022 as well as the issues noted above other issues are coming to the forefront including:

- Rising living costs have potential impacts on physical and mental wellness. Financial constraints impact on isolation, no internet connection and loneliness.
- Lower standards of Health and Social Care. Accessing GP services getting worse, long waiting lists for hospital appointments and age discrimination still exists. People are worried about getting Dr and Hospital Appointments as health worsens. Lack of face-to-face interaction with GPs is poor especially for those with hearing problems.
- Getting information out needs to be not just digital but non-digital, newsletters, booklets, leaflets – older people also prefer face to face meetings as they are so scared of scams. Being able to access information that is essential to older people on transport, housing, community activities, community support, financial advice at critical time in their life or going through change.
- Facilities and outdoors places need to consider needs of older people: toilets and seats in public spaces such as parks and shopping areas.
- Older people are looking for structured activities across the district specific to their diverse needs and would like to see consistent activities that are run by organisations who are supported with funding. There is a high difference of support and services across each Council area.

- c) The Office of the Commissioner for Older People has been in existence since 2011. Please (if possible) indicate how would you rate the performance of COPNI during that time against the

outcomes listed (see over) and please use the comments section to explain your score and provide examples. The comments box will expand to accommodate your answer.

**Due to indirect links with the COPNI the Age Friendly co-ordinator is unable to score and provide examples but has provided comments against some of the outcomes that may be considered.**

**If you would be content for your comments to be attributed to your organisation in our Report to DfC, please delete as appropriate    Yes/No**

## COPNI - Outcomes Framework

COPNI Role	Proposed Outcomes	Performance Rate 1 - 10	Comments (type below, each box will expand to accommodate your answer)
<b>Advise Support</b> Advise and support older people directly on their needs, rights and access to services  Advise government and all its agencies on policies, legislation, on services provided for OP	<ul style="list-style-type: none"> <li>Older people are better able engage in civic society to their full potential</li> </ul>		<ul style="list-style-type: none"> <li>Age Friendly Planning needs to be priority, needs reviewed by older people and adopt a “Nothing about us without us” attitude.</li> <li>New ways of engagement addressed with older people through networks and forums.</li> <li>Age Friendly Promotion with older people having a higher profile, increased press releases, partnership working, networking, information sharing and promoting the benefits of positive ageing.</li> </ul>
	<ul style="list-style-type: none"> <li>Older people are better informed of their Rights</li> </ul>		
	<ul style="list-style-type: none"> <li>The design of policy, legislation, and services for older people are better informed</li> </ul>		
<b>Investigate Challenge</b> Government actions for improvement and correction of OP service provision when they fall short	<ul style="list-style-type: none"> <li>The performance of public/private sectors with respect to provision of older peoples services is investigated and challenged</li> </ul>		<ul style="list-style-type: none"> <li>Addressing the needs of older people will always be a work in progress, continually evolving taking into consideration changing circumstances. Older people have been highly visible because of the pandemic and perhaps received higher attention than normal. Sustaining this visibility and attention by all partners is necessary to provide older peoples services as communities seek to become even more Age Friendly for future generations.</li> </ul>
	<ul style="list-style-type: none"> <li>Shortfalls in service provision for older people are identified and changes recommended</li> </ul>		
<b>Advocate, Represent</b> Review, monitor public and private sector provision for OP and ensure it is in their best interests	<ul style="list-style-type: none"> <li>Older people are better legally represented and protected</li> </ul>		<ul style="list-style-type: none"> <li>Older people need to become a major focus for policy makers, media commentators and community action. Need growth of equality and diversity legislation and policies.</li> <li>There is a need to promote and support intersectional, intergenerational approaches to policy development, planning and provision across each and every sector and department.</li> <li>More consultations and engagement opportunities to value older people’s contribution.</li> </ul>
	<ul style="list-style-type: none"> <li>Policy, legislation and services for older people are improved</li> </ul>		

			<ul style="list-style-type: none"><li>• We need a cross-departmental and partnership approaches to plan for better later life.</li></ul>
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<b>Report on</b>	Service Level Agreement
<b>Date of Meeting</b>	15th September 2022
<b>Reporting Officer</b>	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
<b>Contact Officer</b>	Paul Bailie, Parks Manager

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To consider a formal request from the Battery Harbour Management Company (BHMC) for a review to be conducted on their community Service Level Agreement (SLA).
<b>2.0</b>	<b>Background</b>
2.1	Members are advised that in March 2016 the Development committee considered and resolved to adopt proposals for annual service levels agreements across the District (minute reference: D075/16) and each year thereafter.
2.2	The Council currently maintain ten SLA's with community based organisations in support of leisure and outdoor recreation services and in May 2022, Members resolved to approve the approach for the April 22 – March 23 year (minute reference: D080/22).
2.3	Included within this approval was the SLA with the BHMC, which was agreed to proceed at £9,925 for the April 22 – March 23.
2.4	Since this approval the Council has received representation from BHMC requesting that the costs associated with the SLA to be reviewed (enclosed within Appendix A).
<b>3.0</b>	<b>Main Report</b>
3.1	The SLA with the BHMC commenced in 2001 via Cookstown legacy Council and the close working partnership is found to be of significant benefit to Council in terms of local community commitment, support and supervision of this visitor attraction. The last review on financial figures was carried out in 2017 and has continued at a rate of £9,925 per annum in the previous 5 financial years.
3.2	<p>The SLA at Battery Harbour places responsibility for inspection and maintenance requirements on the BHMC to include (but not limited to) the following:</p> <ul style="list-style-type: none"> <li>• Electricity provision</li> <li>• Grounds maintenance to include grass cutting, strimming and hedge cutting</li> <li>• Jetty washing</li> <li>• Litter picking and disposal</li> <li>• Lifesaving equipment inspection and replacement</li> <li>• Making available public toilet access to include cleaning and replenishment of relevant consumable items</li> <li>• Relevant insurance and utility costs</li> </ul>

3.3	Following receipt of formal correspondence from the BHMC and an initial request for an uplift to £21,265.09 (which represents an increase of 114.25% compared to current SLA), Council officers have engaged with the group to understand the service standards required and the increased costs that are associated with the requirements contained within the SLA.
3.4	To ensure consistency of approach, Officers have also reviewed the BHMC current SLA with more recent SLAs that have been agreed by the Council, namely SLA with the Chamber of Commerce in Fivemiletown.
3.5	This review determined a variation of approach in terms of the value place on direct labour charges, which when applied to the Battery Harbour SLA, along with a review some site specific direct costs, resulted in a recommended uplift on the current SLA of £6,086 ( <i>£16,011 annually</i> ) for the period April 2022 – March 2023.
3.6	The uplift has been agreed by the BHMC and is considered as reasonable, given the increase of operational costs in the last five years and the alignment with a recently agreed SLA.
3.7	Going forward it is anticipated that the all community partnership arrangements in respect of Council assets may be considered & reviewed as part of the recently agreed motion to develop a Community Wealth Building Framework. In advance of this, Officers will review SLA's annually in terms of affordability, effectiveness and value for money, with any future proposals to be considered as part of the rates estimates process.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: All Service Level Agreement payments are contained within existing budgets and based on early year efficiencies, Officers are content that the recommended increased can be met from with savings from within existing budgets.
	Human: Officer time to administer and monitor delivery of agreed SLA's.
	Risk Management: Considered in line with relevant policies and procedures.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None anticipated.
	Rural Needs Implications: None anticipated.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	To note the contents of the report and give approval for the amendment of the financial outlay associated with the current annual Service Level Agreement with the Battery Harbour Management Company to reflect a total annual payment of £16,011 ( <i>increase of £6,086 on previous agreement</i> ).
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix A: Correspondence received from the BHMC





# Battery Harbour Management Company

C/o 60B Ardboe Rd, Cookstown, Co Tyrone. BT800HT

Mr Kieran Gordon

Communities and Place Department

Mid Ulster District Council

25<sup>th</sup> July 2022

Dear Kieran

Thanks for attending the meeting at the Battery Harbour on Thursday last.

Before I outline our concerns, I would like to point out a few relevant facts.

Firstly, the Battery Harbour Management Committee (BHMC) was set up to manage the Battery Harbour site at the request of the former Cookstown District Council.

Secondly, BHMC contracts Patrick Quinn, the owner of the Battery Bar, to maintain the site on its behalf. This has several advantages including the fact that he is on site and able to deal with things as they arise.

Thirdly, the Management Agreement was revised on 29<sup>th</sup> April 2020, effective from 1<sup>st</sup> April 2020. It was for one year only and therefore should have been revised by Council in April 2021 and again in April 2022. The fact that this has not happened has adversely affected BHMC.

The main areas of concern are as follows.

1. **Toilets.** This entails daily cleaning, and the purchase of toilet rolls and disinfectant. Labour and material costs have increased greatly.
2. **Mowing and strimming grass.** This is very time consuming and, as well as the labour costs, there are also substantial costs with fuel, maintenance of equipment and depreciation.
3. **Litter Control at Council's Playpark.** Again, this is a daily task.

4. **Litter Control at remainder of site.** This is quite an onerous task as the litter that visitors leave behind must be collected and put in bins. This is exasperated by the fact that MUDC has failed to provide adequate bins, although this was promised in 2021. Patrick Quinn has had to use his own bins and pay the commercial rate for them. This is totally unsatisfactory.
5. **Checking equipment and reporting to Council.** This is a weekly task.
6. **Power washing Jetties.** As well as the labour, this entails hiring a power washer.
7. **Electric Power Points.** These were switched off 3 years ago as they were deemed to be unsafe. Despite a promise to have them replaced, MUDC has done nothing whatsoever about them.
8. **Site security.** The site is used by jet skiers as the jetty cannot be blocked because it is used by Lough Neagh Rescue. However, the jet skiers can cause problems for other users but the fact that Patrick Quinn is on site means he can ensure that there is no disruption. This also applies to individuals who might be tempted to use the site for unsocial activities. This element should not be downplayed as it ensures that Council does not have to use manpower to control it.
9. **Insurance, Electricity, and Rates.** All of these have increased year on year. Insurance for the year October 2021 to October 2022 is £1373.36.

We have serious concerns about the way that MUDC deals with BHMC. Examples of this are

- The Management Agreement has not been reviewed for 2 years.
- Waste bids have not been provided even though they were promised.
- Electric Power Points have been cut off for 3 years and have not been replaced.

Furthermore, there seems to be a lack of appreciation for the fact that, since Covid, visitor numbers, including day visitors, motorhomes and campers, to the Battery Harbour site have increased dramatically. Visitors to the site have welcomed the natural beauty of the site, in comparison to some of the artificial loughshore sites.

BHMC has reached the stage that something significant needs to be done. The remuneration as per the Management Agreement is totally inadequate and does not take account of

- the fact that the Agreement has not been revised.
- Inflation
- Increased visitor numbers and consequent additional work.

We would ask that this be given urgent consideration as we do don't want to get to a situation where we have to withdraw from the Agreement. This would undoubtedly lead to a very significant increase in cost for MUDC. The current annual payment to BHMC is £9925 which works out at £27.19 per day, including expenses.

I look forward to hearing from you.

Yours Sincerely



Charlie Monaghan

BHMC

CC to Councillors in Torrent DEA

Councillor Niall McAleer

Councillor Malachy Quinn

Councillor Joe O'Neill

Councillor Niamh Doris

Councillor Robert Colvin

Councillor Dan Kerr.





<b>Report on</b>	<b>1. Giant Spirit Awards 2022</b> <b>2. Travel &amp; Tourism Awards 2022</b> <b>3. Brown Signage Audit in the Mid Ulster Area</b> <b>4. Annual Contribution to Lough Neagh Partnership (2022-2023) – Draft Service Level Agreement</b> <b>5. Social Enterprise NI: Council Membership 2022/23</b> <b>6. Future Business Start Provision Research</b> <b>7. Coalisland Christmas Lights Switch-On Event 2022</b>
<b>Date of Meeting</b>	15 September 2022
<b>Reporting Officer</b>	Assistant Director of Economic Development, Tourism and Strategic Programmes

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To provide Members with an update on key activities as detailed below.
<b>2.0</b>	<b>Background</b>
2.1	<p><b>Giant Spirit Awards 2022</b>  Tourism NI has launched a refreshed and updated annual awards programme aimed at showcasing and rewarding best in class in the tourism and hospitality industry. Renamed The Giant Spirit Awards, the event will build on the successful legacy of the Northern Ireland Tourism Awards, which ran for over forty years until 2019. The Giant Spirit Awards will be more closely aligned to the award winning destination brand Northern Ireland ~ Embrace a Giant Spirit.</p> <p>The 2022 event will recognise and celebrate the resilience and spirit of the industry in facing the challenges of the last two years as well as those who exemplified the values of the destination, innovated and built competitiveness.</p>
2.2	<p><b>Travel &amp; Tourism Awards 2022</b>  Throughout the year Northern Ireland Travel News organise several major trade events, notably the Northern Ireland Travel and Tourism Awards. For 30 years the Awards Ceremony has been attended by over 300+ decision makers from all sectors of the travel industry while the Awards themselves have become a coveted symbol of success among industry peers.</p>

<p>2.3</p> <p>2.4</p> <p>2.5</p> <p>2.6</p> <p>2.7</p>	<p><b>Brown Signage Audit in the Mid Ulster Area</b> The signing of tourist attractions and facilities (white on brown signs) is a joint policy, which was devised by Transport NI and Northern Ireland Tourist Board (now Tourism NI) in 2014.</p> <p>At present neither Transport NI nor Tourism NI, hold any form of a database, which details existing brown signs within the Mid Ulster District area or indeed Northern Ireland.</p> <p><b>Annual Contribution to Lough Neagh Partnership (2022-2023) – Draft Service Level Agreement</b> Over the past number of years, a group of 5 Councils from around the shoreline of Lough Neagh (as listed below) have provided a financial contribution towards Lough Neagh Partnership to support their work; these are Mid Ulster District Council, Armagh City, Banbridge and Craigavon Borough Council, Antrim and Newtownabbey Borough Council, Mid and East Antrim Borough Council and Lisburn and Castlereagh Borough Council.</p> <p><b>Social Enterprise NI: Council Membership 2022/23</b> Social Enterprise NI (SENI) is the membership body for social enterprises across NI with the team providing support to members. In addition to social enterprises, membership includes organisations from outside the sector such as private and public sector bodies, including local Councils.</p> <p><b>Future Business Start Provision Research</b> Last year Members were advised that the 11 Council SOLACE Economic Recovery Group (led and facilitated by Belfast City Council) had established a Working Group to progress research into options for the future delivery of entrepreneurship, start up and growth support. SQW Consultants were appointed to undertake an options analysis and subsequently, developed a Business Case for a future operating model, enabling Councils to understand the potential scale of the financial requirements and also to inform positioning and engagement with DfE, DfC and other potential funders, including the Shared Prosperity Fund.</p> <p><b>Coalisland Christmas Lights Switch-On Event 2022</b> CRAIC Theatre Company has submitted a request for funding towards the Christmas Lights Switch-on event 2022 as per previous years. Historically, the legacy Dungannon and South Tyrone Borough supported Christmas events in Coalisland and the annual lights switch-on event was organised by CRAIC Theatre Company. Since 2015, the Council has continued this support and the event was organised by CRAIC Theatre Company.</p>
<p><b>3.0</b></p>	<p><b>Main Report</b></p>
<p>3.1</p>	<p><b>Giant Spirit Awards 2022</b> The aim of the NI Giant Spirit Awards 2022 is to:</p> <ul style="list-style-type: none"> <li>• Recognise and celebrate the resilience and Giant Spirit of all those who work in the tourism industry.</li> </ul>

- Encourage and reward those who have exemplified the values of our brand spirit over this challenging period.
- Foster innovation and improve business competitiveness by sharing best practice.

Award categories include Best Hotel, Best B&B and Guesthouse, Best Self-Catering, Best Tourism Experience, Best Food and Drink Experience, Most Innovative Business, Most Promising Student and a number of special awards.

Submissions were made for the following Council facilities:

- **Seamus Heaney Open Ground Experience - Most Innovative Business**
- **OM Dark Sky Park & Observatory - Best Tourism Experience**
- **Hill of the O'Neill and Ranfurly House – Best Tourism Experience**

Entries closed on Wednesday 27<sup>th</sup> July 2022.

Council has been notified that;

- Seamus Heaney Open Ground Experience has been shortlisted for the *Most Innovative Business (Large) Award Category*.
- Council's Tourism Business Engagement Officer has been shortlisted for the *Local Spirit Award Category*.

A **full list of all shortlisted projects** under each Giant Spirit Award Category is shown below. (Mid Ulster projects are highlighted in red).

**Best Bed & Breakfast / Guesthouse**

Blackrock House Luxury B&B, Portrush

**Brook Lodge Guesthouse, Magherafelt**

Kiltariff Hall Country House, Rathfriland

**Best Food and Drink Experience, Large**

Fish City, Belfast

**Friels Bar & Restaurant, Swatragh**

Hinch Distillery, Ballynahinch

Killeavy Castle Estate

**Best Food and Drink Experience, Small**

NearyNógs Stone Ground Chocolate, Kilkeel

NI Food Tours Tracey's Farmhouse Kitchen, Killinchy

Taste and Tour, Belfast

The Chocolate Manor, Castlerock

Walled City Brewery, L'Derry

**Best Hotel, Large**

Best Western Plus White Horse Hotel, L'Derry

Bishop's Gate Hotel, L'Derry

Clayton Hotel, Belfast

Killeavy Castle Estate  
The Whistledown Hotel, Warrenpoint

**Best Self Catering, Large**

Dunamoy Cottages and Spa, Ballyclare  
Larchfield Estate, Lisburn

**Best Self Catering, Small**

Aurora North Coast, Bushmills  
Coastguard Boat House, Whiteabbey  
Keenaghan Cottage, Belleek  
Quarry Hill Church, Strangford

**Best Tourism Experience, Large**

**Friels Bar and Restaurant, Swatragh**

Hinch Distillery, Ballynahinch  
Montalto Estate, Ballynahinch  
National Museums NI - Ulster American Folk Park, Omagh  
The Spa at Galgorm  
Titanic Belfast, Belfast

**Best Tourism Experience, Small**

**Bakehouse, Bellaghy**

Carlingford Lough Ferry, Greencastle  
Castle Archdale Boat Hire and Watersports, Irvinestown  
Cranfield Alpacas, Kilkeel  
**Lough Neagh Artisans, Magherafelt**  
Portrush Surf School, Portrush

**Most Innovative Business, Large**

**Friels Bar and Restaurant, Swatragh**

Further Space, Northern Ireland wide  
Killeavy Castle Estate  
**Seamus Heaney HomePlace, Bellaghy**  
Visit Derry

**Most Innovative Business, Small**

Castle Archdale Boat Hire and Watersports, Irvinestown  
NearyNógs Stone Ground Chocolate, Kilkeel  
Paul Cunningham Mourne Larder  
The Saint Patrick Centre, Downpatrick  
Tumble Circus, Belfast  
Banana Block, Urban Scale Interventions, Belfast

**Most Promising Student**

Hastings Hotels – Marisa King

<p>3.2</p> <p>3.3</p>	<p>The Bakery by Yellow Door – Emma Jayne McCartney Titanic Hotel – Jordan Sloan</p> <p><b>Local Spirit Award</b> Gordon Wilson – Montalto Estate <b>Jamese McCloy – Mid Ulster Cluster</b> Jamie Hamill – Coleraine BID <b>Mary McGee – Mid-Ulster District Council</b> Mick Boyle – Killeavy Castle Estate</p> <p>The Giant Spirit Awards Dinner and Presentation will take place on Thursday 6th October 2022 in Slieve Donard Resort &amp; Spa, Newcastle. Tickets are priced at £65+Vat per person.</p> <p><b>Travel &amp; Tourism Awards 2022</b> During 2022, the flow of travel and tourism has returned to NI after a difficult two years. In Mid Ulster, our visitor attractions are open again showcasing our quality offerings to the local and visiting public from all over the world.</p> <p>These Awards create greater awareness of NI’s tourist attractions and facilities, which provides an opportunity to highlight the wonderful attractions on our doorstep.</p> <p>Nominations have been submitted for the following Council facilities:</p> <ul style="list-style-type: none"> <li>• <b>OM Dark Sky Park &amp; Observatory – Visitor Attraction of the Year</b></li> <li>• <b>Seamus Heaney HomePlace – Visitor Attraction of the Year</b></li> <li>• <b>Magherafelt Visitor Information Centre – Tourist Information Centre of the Year.</b></li> </ul> <p>Nominations close on 30<sup>th</sup> September 2022. The 30th Annual NI Travel &amp; Tourism Awards in association with Blue Insurance is scheduled to take place on Friday, 14th October 2022 at the Slieve Donard Resort &amp; Spa, Newcastle. Tickets are priced at £170+Vat per person.</p> <p><b>Brown Signage Audit in the Mid Ulster Area</b> In order to update records within the Mid Ulster District, permission is sought to procure external expertise and recruit a suitably qualified company to carry out an audit of all existing white on brown signage and assess the following:</p> <ul style="list-style-type: none"> <li>• What’s currently there</li> <li>• What’s missing</li> <li>• What needs removed</li> <li>• What needs replaced or is in poor condition</li> <li>• What additional signs may be needed</li> <li>• List existing sign locations by road name and positioning of signs</li> <li>• Photograph all existing signs</li> <li>• Measure existing signs and sizing of lettering and symbols</li> </ul>
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	<p>Subject to Members' approval, it is anticipated the Audit would commence in the Autumn of 2022 and take approximately 6 months to complete.</p>
3.4	<p><b>Annual Contribution to Lough Neagh Partnership (2022-2023) – Draft Service Level Agreement</b></p> <p>Lough Neagh Partnership submitted a request (<b>Appendix 1</b>) to Mid Ulster District Council for an annual financial contribution of £22,000 towards activities as identified in their action plan for the 2022/23 financial year. The delivery focus continues to be on areas to benefit member Councils. If Members are minded to approve the financial request, it is recommended that a Service Level Agreement (SLA) is issued to Lough Neagh Partnership to cover the period from 1 April 2022 to 31 March 2023. A draft SLA is attached on <b>Appendix 2</b> which has been reviewed by Council's legal team and clearly defines the key outcomes which Lough Neagh Partnership are required to achieve by 31 March 2023.</p>
3.5	<p><b>Social Enterprise NI: Council Membership 2022/23</b></p> <p>The responsibilities that were transferred to local Councils in 2015 under the Reform of Local Government included that of the social economy sector. Since 2015, all Councils have signed up as members of SENI. The range of benefits in becoming a member include the following, as a minimum:</p> <ul style="list-style-type: none"> <li>• SENI will promote any Council events for social enterprises in their e-zine and social media</li> <li>• SENI offer free membership to any new social enterprise in the area for the first year if they are not already members of SENI.</li> <li>• Host joint events with the Council including Pitching Events, Buy Social Events, Entrepreneurship week support etc.</li> <li>• Free training on topics such as "What is Social Value" with any Council staff or members at any time should you feel that appropriate, or any other relevant training required, in order to better understand the business model.</li> <li>• Listing as a Corporate Member on SENI's new website</li> <li>• Access to discounted events for members including Awards and Conferences</li> <li>• Access to free bursaries that SENI offers to members</li> </ul> <p>Members are therefore requested to consider renewal of Council membership of SENI for a fee of £500 for the financial year 2022/23.</p>
3.6	<p><b>Future Business Start Provision Research</b></p> <p>Following the completion of the Business Case, the 11-Council Working Group is now progressing research into the potential delivery of a preferred option which involves the development of a number of work-streams for programme components, to support a future bid for funding. These include a future procurement strategy and cost options analysis for procuring the different programme delivery strands, the development of a cross Council central management information system and the development of a new brand. There will be a requirement for technical assistance support on one or more of these and it is proposed that Councils set aside monies (£8,000 in Mid Ulster's case) to resource this – with this allocation only to be drawn down as required, and by prior agreement. Councils are also liaising with</p>

3.7	<p>government departments and other agencies to explore the potential for funding to be sourced for this work, which, if successful, will reduce the contribution amount required.</p> <p><b>Coalisland Christmas Lights Switch-On Event 2022</b> CRAIC Theatre Company has submitted a request for funding towards the Christmas Lights Switch-on event as per previous years (<b>Appendix 3</b>). Officers have requested further information on the proposals and when this is received and if deemed acceptable, it is proposed that Council fund the initiative to the value of £4,200 in Coalisland for a switch-on event on 4<sup>th</sup> December 2022 and permit officers to work with CRAIC Theatre Company to deliver the event. Funding for the event is included in this year's budget.</p>
	<b>Other Considerations</b>
4.1	<p><b>Financial, Human Resources &amp; Risk Implications</b></p> <p>Financial:</p> <p><b>Giant Spirit Awards 2022</b> Provision has been made for the Council Chair, Tourism Manager and Seamus Heaney HomePlace Manager to attend the Awards Ceremony at a cost of £65+Vat per person.</p> <p><b>Travel &amp; Tourism Awards 2022</b> Provision has been made for the Council Chair and one or two staff representing the nominated projects to attend the Awards Ceremony at a cost of £170+Vat per person, if Mid Ulster's projects are shortlisted.</p> <p><b>Brown Signage Audit in the Mid Ulster Area</b> Provision has been made within the existing tourism budget with costs anticipated to be circ. £5,000+Vat.</p> <p><b>Annual Contribution to Lough Neagh Partnership (2022-2023) – Draft Service Level Agreement</b> Provision has been made in the Tourism budget for 2022/23 for an annual financial contribution of £22,000 for Lough Neagh Partnership</p> <p><b>Social Enterprise NI: Council Membership 2022/23</b> Membership Renewal Fee: £500 is available from the 2022/23 economic development budget.</p> <p><b>Future Business Start Provision Research</b> Provision has been made for up to £8,000 from the 2022/23 economic development budget for this work. These funds will only be drawn down as required.</p> <p><b>Coalisland Christmas Lights Switch-On Event 2022</b></p>

	<p>Total cost of £4,200 within existing Events budget.</p>
	<p><b>Human:</b></p> <p><b>Giant Spirit Awards 2022</b> Officer's time to attend Awards.</p> <p><b>Travel &amp; Tourism Awards 2022</b> Officer's time to attend the Awards, if shortlisted.</p> <p><b>Brown Signage audit in the Mid Ulster Area</b> Officers' Time</p> <p><b>Annual Contribution to Lough Neagh Partnership (2022-2023) – Draft Service Level Agreement</b> Officer Time</p>
	<p><b>Risk Management:</b> <b>Coalisland Christmas Lights Switch-On Event 2022</b> Risk of losing local community involvement if CRAIC Theatre is not involved.</p>
<b>4.2</b>	<p><b>Screening &amp; Impact Assessments</b></p>
	<p>Equality &amp; Good Relations Implications:</p> <p><b>Annual Contribution to Lough Neagh Partnership (2022-2023) – Draft Service Level Agreement</b> Council policies and procedures will be adhered to in the roll out of this agreement</p>
	<p>Rural Needs Implications:</p> <p><b>Annual Contribution to Lough Neagh Partnership (2022-2023) – Draft Service Level Agreement</b> Council policies and procedures will be adhered to in the roll out of this agreement</p>
<b>5.0</b>	<p><b>Recommendation(s)</b></p>
	<p>Members are requested to:</p>
<b>5.1</b>	<p><b>Giant Spirit Awards 2022</b> <b>Approve</b> the attendance of the Council Chair, Tourism Manager and Seamus Heaney HomePlace Manager at The Giant Spirit Awards 2022 in Slieve Donard Resort &amp; Spa, Newcastle on 6<sup>th</sup> October 2022, at a cost of £65+Vat per person.</p>
<b>5.2</b>	<p><b>Travel &amp; Tourism Awards 2022</b> <b>Approve</b> the attendance of the Council Chair and one or two Managers representing Council's nominated projects at the Travel &amp; Tourism Awards 2022 taking place at the Slieve Donard Resort &amp; Spa, Newcastle on 14<sup>th</sup> October 2022 at a cost of £170+Vat per person, subject to Council's projects being shortlisted.</p>



5.3	<p><b>Brown Signage Audit in the Mid Ulster Area</b>  <b>Approve</b> that Council seek competitive quotations for a suitably qualified organisation to complete a full brown signage audit of the Mid Ulster District. Provision has been made in the Council's Tourism budget for this work, with costs estimated to be in the region of £5,000+Vat.</p>
5.4	<p><b>Annual Contribution to Lough Neagh Partnership (2022-2023) – Draft Service Level Agreement</b></p> <p>5.4.1 <b>Approve</b> Council's annual contribution to Lough Neagh Partnership (LNP) for 2022/23 of £22,000 and release the full payment to LNP subject to Council being provided with the requisite documentation as detailed in the Service Level Agreement.</p> <p>5.4.2 <b>Approve</b> Mid Ulster District Council's Service Level Agreement with Lough Neagh Partnership for the financial year 2022/23 on Appendix 2.</p>
5.5	<p><b>Social Enterprise NI: Council Membership 2022/23</b>  <b>Approve</b> that Mid Ulster District Council renew its membership of Social Enterprise NI for 2022/23 at a cost of £500.</p>
5.6	<p><b>Future Business Start Provision Research</b>  <b>Approve</b> for up to £8,000 to be set aside to resource technical assistance to support work to progress research into the future delivery of business start provision, with this allocation only to be drawn down as required.</p>
5.7	<p><b>Coalisland Christmas Lights Switch-On Event 2022</b>  <b>Approve</b> financial support to the CRAIC Theatre Company in Coalisland to the value of £4,200 to deliver the Coalisland Christmas Lights Switch-on event in 2022, subject to Officers being satisfied with the proposals submitted.</p>
<b>Documents Attached &amp; References</b>	
	<p>Appendix 1 - Lough Neagh Partnership Funding Request 2022-2023</p> <p>Appendix 2 – Lough Neagh Partnership Service Level Agreement 2022-2023  Final Version</p> <p>Appendix 3 - CRAIC Theatre Company 2022 Christmas Proposal</p>





**Ref: Lough Neagh Partnership Service Level Agreement Request – April 2022 - March 2023**

Dear Allison,

I refer to your correspondence regarding the above.

The Lough Neagh Partnership would like to request an amount of £22,000 for the period of April 2022 to March 2023 with the funds to be distributed as per the breakdown below.

<b>Cost Breakdown</b>	
<b>Programme Manager Salary</b>	£3800
<b>Marketing Officer Salary</b>	£6000
<b>Admin Officer</b>	£2700
<b>Core Running Costs</b>	£9500

We would like to continue our working partnership with Mid Ulster District Council to continue our work towards developing and promoting tourism, conservation, and the sourcing of funding within the Mid Ulster Area.

The table in the following pages provides a breakdown of outcomes to be performed under the proposed SLA alongside the timeframes of completion for these objectives.

If you have any queries relating to this request, please don't hesitate to get in touch.

Regards,

Gerry Darby  
Lough Neagh Partnership Strategic Manager

Agreed outcomes for SLA	Dates
<b>1. Marketing and promotion of Lough Neagh</b> <ol style="list-style-type: none"> <li>1. Ensure that VICs provide event information to Tourism NI on regular basis</li> <li>2. Production &amp; distribution of Lough Neagh, E-Newsletter for stakeholders &amp; consumers online, Trade fairs and exhibitions.</li> <li>3. Help MUDC implement recommendations of heritage cluster plan</li> </ol>	March 2023
<b>2. Lough Neagh Artisan Food Programme</b> <ol style="list-style-type: none"> <li>1. Develop Lough Neagh Artisan group</li> <li>2. Develop Artisan members in MUDC area</li> <li>3. Identify opportunities for artisan event in MUDC area</li> <li>4. Continue with any Lough Neagh Artisan training/development.</li> <li>5. Promote artisan group via social media.</li> </ol>	March 2023
<b>3. Joint development of tourism and economic programmes with MUDC</b> <ol style="list-style-type: none"> <li>1. Ongoing Liaison with Mid Ulster District Council to support councils' objectives.</li> <li>2. Meet with tourism manager and director of economic development 4 times per year.</li> <li>3. Identify development of crafts group and programme for Coalisland.</li> <li>4. LNP link with ICBAN group and MSW regarding possible Lough Neagh Linkages.</li> <li>5. Assist MUDC with access and recreational plans for School Lands Derry Tresk, Lower Bann Pathway &amp; Traad Point/Ballyronan.</li> </ol>	March 2023
<b>4. Development of the Blackwater River</b> <ol style="list-style-type: none"> <li>1. Help MUDC with any liaison or coordination between two councils.</li> <li>2. Provide technical advice associated with dredging.</li> <li>3. Provide assistance with any boating needs to council staff on river and lough.</li> <li>4. Help with any DFI business plans, if required.</li> <li>5. Assist with any EIA's for River Blackwater and Lough Neagh Western shoreline.</li> <li>6. Link with ICBAN and Waterways Ireland regarding Ulster Canal development.</li> </ol>	March 2023

<b>5. NIEA Shoreline Plan</b> <ol style="list-style-type: none"> <li>1. Secure funding for the development of a management plan for Killycolpy and Killywoolaghan.</li> <li>2. Secure funding to develop community bird hides as per 21/22 feasibility study.</li> <li>3. Develop wet woodland and climate change strategy for Western shores of Lough Neagh.</li> <li>4. Liaise with MUDC regarding MUDC climate change and biodiversity plans.</li> <li>5. Implement recommendations for Lough Neagh islands and ASSI plan.</li> </ol>	<p>March 2023</p>
<b>6. Environmental Farm Scheme</b> <ol style="list-style-type: none"> <li>1. Continue to deliver and develop Group Farm Scheme on western shores of Lough Neagh.</li> <li>2. Continue to attract new funding and engage with farmers and landowners on the western shore to improve condition of western shore.</li> <li>3. Provide assistance with the development of any MUDC agricultural strategy.</li> </ol>	<p>March 2023</p>
<b>7. Funding applications and investment attraction</b> <ol style="list-style-type: none"> <li>1. Develop SEUPB project with RSPB project for School lands and Killycolpy and Western Shores of Lough Neagh.</li> <li>2. Develop NPA application with Northern Periphery partners regarding bicycle tourism development.</li> <li>3. Develop Levelling up application on Lough Neagh for navigation aids and new dredger.</li> <li>4. Examine opportunities for shared island funding on Lough Neagh and Blackwater River.</li> </ol>	<p>March 2023</p>
<b>8. Lough Neagh Interdepartmental Committee and Ownership</b> <ol style="list-style-type: none"> <li>1. Work to Develop an interdepartmental committee for Lough Neagh.</li> <li>2. Liaise with MUDC regarding inter-council CEO meeting.</li> <li>3. Examine opportunities for technical developments of Lough Neagh ownership bid via SEUPB theme 5 or levelling up community asset fund.</li> </ol>	<p>March 2023</p>
<b>9. Moiled Cattle Scheme</b> <ol style="list-style-type: none"> <li>1. Develop the Moiled Cattle Scheme for Lough including members on Western Shores.</li> <li>2. Create new food chain.</li> </ol>	<p>March 2023</p>

**SERVICE LEVEL AGREEMENT**

**BETWEEN**

**MID ULSTER DISTRICT COUNCIL**

**AND**

**LOUGH NEAGH PARTNERSHIP LTD**

**April 2022 – March 2023**

**THIS AGREEMENT** is made on the    day of    2022

## **PARTIES**

- (1) MID ULSTER DISTRICT COUNCIL whose address is at Dungannon Office, 15 Circular Road, Dungannon BT71 6DT (the "**Council**"); and
- (2) LOUGH NEAGH PARTNERSHIP LTD whose registered office is at, The Marina Centre, Unit 3, 135A Shore Road, Ballyronan, Magherafelt, BT45 6JA.

## **BACKGROUND**

- a) Lough Neagh Partnership (LNP) was formed in 2003 and has a Board of Directors which is representative of local government, private sector, community sector and special interest groups. It has delivered a large number of infrastructural and marketing programmes on behalf of DAERA, Tourism NI, DfC and local authorities.
- b) The LOUGH NEAGH PARTNERSHIP LTD co-ordinates and promotes tourism, environmental and heritage activities on Lough Neagh and the Lough Neagh shoreline on behalf of the five councils around the lough; Mid Ulster District Council, Antrim and Newtownabbey Borough Council, Armagh, Banbridge and Craigavon Borough Council, Mid and East Antrim Borough Council and Lisburn and Castlereagh Borough Council.
- c) In previous years financial contributions were conditional to requests being made to the other four Councils around the Lough Shore, pro-rata in accordance with the approximate amount of shoreline and/or activity hubs.

## **1. DEFINITIONS**

"Charges" shall mean the charges which shall become due and payable by the Council to (2) LOUGH NEAGH PARTNERSHIP LTD in respect of the Services in accordance with the provisions of this Agreement, as such charges are set out in Schedule 2.

"Commencement Date" shall mean 1<sup>st</sup> April 2022.

"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 PARTNERSHIP LTD is bound to comply.

"Services" shall mean those services specified in Schedule 2 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 31<sup>st</sup> March 2023.

“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 PARTNERSHIP LTD shall provide the Services and provide secretariat to LOUGH NEAGH PARTNERSHIP LTD Company and its structures with a view to enhancing the region and bring funding in partnership with all 5 local authority members for the duration of the Term and in accordance with the provisions of this Agreement.
- b. Responsibility for the management of the LOUGH NEAGH PARTNERSHIP LTD will be vested in the Board of Directors of LOUGH NEAGH PARTNERSHIP LTD and its executive team.
- c. The parties' authorised representatives for the purpose of this shall be Council's Assistant Director of Economic Development, Tourism & Strategic Programmes and the Strategic Manager of LOUGH NEAGH PARTNERSHIP LTD. LOUGH NEAGH PARTNERSHIP LTD contact in Council for day-to-day purposes shall be the Tourism Manager.
- d. The Council reserves the right to withdraw funding should the LOUGH NEAGH PARTNERSHIP LTD fail to adequately provide the service as outlined in this document, which forms the basis of the Council's agreement to commit funds to it. Funding will be on an annual basis and will require LOUGH NEAGH PARTNERSHIP LTD to submit 6 month and end of year progress reports for each year of the Agreement showing progress against the targets and the plan for the year ahead. In addition LOUGH NEAGH PARTNERSHIP LTD may be required to attend a committee meeting of council in Quarter 3 or 4 to outline their progress to date and work for the future months.

## **4. COMPLAINTS PROCEDURE**

- a. LOUGH NEAGH PARTNERSHIP LTD 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 PARTNERSHIP LTD 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 PARTNERSHIP LTD 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 PARTNERSHIP LTD 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**

- a. LOUGH NEAGH PARTNERSHIP LTD 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 Supplier. 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 PARTNERSHIP LTD.
- b. If, for whatever reason, the LOUGH NEAGH PARTNERSHIP LTD 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 PARTNERSHIP LTD.
- c. The terms of any insurance or the amount of cover shall not relieve the LOUGH NEAGH PARTNERSHIP LTD of any liabilities under the agreement.

## **7. LOUGH NEAGH PARTNERSHIP STAFF**

- a. In relation to the employment of staff, employment conditions and practices must comply with all the relevant Law and should take account of current good practice in relation to employment 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 PARTNERSHIP LTD 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 PARTNERSHIP LTD 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 PARTNERSHIP LTD'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 PARTNERSHIP LTD'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 PARTNERSHIP LTD in accordance with Schedule 2.
- b. If LOUGH NEAGH PARTNERSHIP LTD is in breach of any of its obligations relating to this Agreement then the Council may require LOUGH NEAGH PARTNERSHIP LTD to pay the Council the aggregate of all Charges paid to LOUGH NEAGH PARTNERSHIP LTD 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 PARTNERSHIP LTD shall be required to submit 6 month and end of year progress reports for each year of the agreement showing progress against the targets and the plan for the year ahead. In addition LOUGH NEAGH PARTNERSHIP LTD may be required to attend a committee meeting of council in Quarter 3 or 4 to outline their progress to date and work for the future months.

## **10. INDEMNITY**

- a. LOUGH NEAGH PARTNERSHIP LTD 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 PARTNERSHIP LTD's breach or negligent performance or non-performance 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 PARTNERSHIP LTD.

## **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 PARTNERSHIP LTD 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 names of each party. Both parties acknowledge that they shall each act as independent controllers in respect of these employee 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 PARTNERSHIP LTD shall ensure that it has an appropriate privacy policy in place with those of its employees 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 non-confidential 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 PARTNERSHIP LTD 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 PARTNERSHIP LTD which shall specify the default in outline and the actions LOUGH NEAGH PARTNERSHIP LTD 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 PARTNERSHIP LTD 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 PARTNERSHIP LTD why it cannot accept the draft remediation plan. In such circumstances, LOUGH NEAGH PARTNERSHIP LTD 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 PARTNERSHIP LTD draft remediation plan shall be deemed to be agreed.

- e. Once agreed, LOUGH NEAGH PARTNERSHIP LTD 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 PARTNERSHIP LTD 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 PARTNERSHIP LTD 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 PARTNERSHIP LTD if one or more of the following circumstances occurs or exists:
  - i. if LOUGH NEAGH PARTNERSHIP LTD is in material breach of this Agreement, which is irremediable;
  - ii. if LOUGH NEAGH PARTNERSHIP LTD 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 SPERRINS PARTNERSHIP.

## **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 PARTNERSHIP LTD 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 PARTNERSHIP LTD will provide a service to Mid Ulster District Council (MUDC) that will deliver the priorities in their agreed LOUGH NEAGH PARTNERSHIP LTD Action Plan. This Action Plan permits all areas to work together in developing and setting priorities for the region and play a pivotal role in the formation of strategic alliances between key stakeholders in the region.

### **2. PROJECTS FOR FURTHER DEVELOPMENT**

**2.1.** LOUGH NEAGH PARTNERSHIP LTD will continue to develop the following projects for member Councils including Mid Ulster District Council (MUDC): -

- a. Marketing and promotion of Lough Neagh by sharing information with Tourism NI (TNI), Tourism Ireland (TIL) and visitmidulster.com on a regular basis, producing and distributing Lough Neagh newsletter for stakeholders and consumers online, attend and promote at trade fairs and exhibitions.
- b. Assist Mid Ulster District Council implement recommendations of a Heritage Cluster Plan.
- c. Develop a Lough Neagh Artisan Food Programme, including the development of new and existing artisan members, identifying artisan event opportunities and promotion of both.
- d. Joint development of tourism and economic programmes with Mid Ulster District Council including links with ICBAN and MSW groups, assist with access and recreational plans for school lands Derrytresk, Lower Bann Pathway and Traad Point/Ballyronan.
- e. Development of Blackwater River, providing technical advice associated with dredging, provide assistance with boating needs to council staff on river and lough, assist with EIA's and DfI business plans, link with ICBAN and Waterways Ireland to progress Ulster Canal development.
- f. Continue to develop NIEA Shoreline Plan and securing funding for a management plan for Killycolpy and Killywoolaghan, community bird hides as per 2021/22, develop wet woodland and climate change strategy for Western Shores taking into consideration Mid Ulster District Council's climate change and biodiversity plans. Implement recommendations for Lough Neagh islands and ASSI plan.
- g. Continue to develop and deliver an Environmental Farm Scheme on western shores of Lough Neagh by attracting new funding and through engagement with farmers, landowners and relevant stakeholders to improve conditions. Provide assistance to Mid Ulster District Council if they wish to develop an Agricultural Strategy.



- h. Develop funding applications and attract investment from SEUPB for RSPB project, NPA for bicycle tourism development, Levelling Up for navigation aids and new dredger, examine Shared Island funding opportunities.
- i. Develop an Interdepartmental Committee for Lough Neagh and examine funding opportunities for technical developments of Lough Neagh ownership bid.
- j. Develop Moiled Cattle Scheme for Lough Neagh and western shore members and create a new food chain.

### **3. ROLES AND RESPONSIBILITIES**

**3.1. LOUGH NEAGH PARTNERSHIP LTD** will provide the following services for the Council:

- 3.1.1.** LOUGH NEAGH PARTNERSHIP LTD will assist with project identification, project co-ordination and financial management as agreed for relevant funding programmes.
- 3.1.2.** LOUGH NEAGH PARTNERSHIP LTD will represent the agreed vision of the region in responding to consultations relating to regional, international and global issues.
- 3.1.3.** LOUGH NEAGH PARTNERSHIP LTD will organise Best Practice Visits of both elected members and officials as and when required.
- 3.1.4.** LOUGH NEAGH PARTNERSHIP LTD will submit a 6 monthly report at the end of September (to highlight what has been achieved from April – September) and an annual report at the end of March (detailing progress and contributions in respect of all key areas of work as set out in part 2 of Schedule 1).
- 3.1.5.** LOUGH NEAGH PARTNERSHIP LTD will administer all structures necessary to manage and implement the funds appropriately.
- 3.1.6.** LOUGH NEAGH PARTNERSHIP LTD will facilitate the involvement of council staff and elected members in its work.
- 3.1.7.** LOUGH NEAGH PARTNERSHIP LTD will provide ongoing support to council's objectives.
- 3.1.8.** LOUGH NEAGH PARTNERSHIP LTD's Strategic Manager will meet with Council's Tourism Manager at least 4 times throughout the year to review and monitor progress.

## **SCHEDULE 2 – FINANCIAL & RESOURCING ARRANGEMENT**

1. The Council has agreed that payment of £22,000 sterling (Twenty two thousand pounds) will be paid to LOUGH NEAGH PARTNERSHIP LTD for organisation costs for the financial year, 1 April 2022 – 31 March 2023.

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 PARTNERSHIP LTD 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, Gerry Darby, as Strategic Manager of LOUGH NEAGH PARTNERSHIP LTD have read and understood the Council's Service Level Agreement between LOUGH NEAGH PARTNERSHIP LTD 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 Strategic Manager of LOUGH NEAGH PARTNERSHIP LTD.

**Council Official**

**LOUGH NEAGH PARTNERSHIP LTD  
Strategic Manager**

**Signed:**

**Signed:**

**Position:**

**Position:**

**Name (Block Capitals)**

**Name (Block Capitals):**

**Date:**

**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 PARTNERSHIP LTD.



8th August 2022

To whom it may concern

For over 11 years, Craic Theatre have co-ordinated and delivered the annual Christmas Switch On for Coalisland.

This annual event marks the start of the festive season and brings the community together

The community of Coalisland and surrounding area look forward to this event each year and we request the continued financial support of £4200 from Mid Ulster District Council to deliver this event.

We look forward to working with the Council again this year.

If you have any further queries please do not hesitate to call our office on 028 8774 1100.

Yours sincerely

A handwritten signature in black ink, appearing to read 'M. Carolan'.

Micky Carolan

**Minutes of Meeting of the Development Committee of Mid Ulster District Council held on Wednesday 6 July 2022 in the Council Offices, Circular Road, Dungannon and by Virtual Means**

**Members Present**

Councillor Black, Chair

Councillors Ashton, Burton (7.15 pm), Clarke\*, Corry, Cuddy, Doris\*, Kerr\*, McNamee\*, Martin\*, Molloy, Monteith\*, Quinn\* and Wilson\*

**Officers in Attendance**

Mr Black, Strategic Director of Communities and Place  
Mr Gordon\*\*, Assistant Director of Health, Leisure and Wellbeing  
Ms Linney\*\*, Assistant Director of Development  
Ms McKeown\*\*, Assistant Director of Economic Development, Tourism and Strategic Programmes  
Mr O'Hagan\*\*, ICT Support  
Mrs Grogan, Democratic Services Officer

\* Denotes Members present in remote attendance

\*\* Denotes Officers present by remote means

\*\*\* Denotes Others present by remote means

The meeting commenced at 7 pm.

In the absence of the Chair, Councillor Clarke who was attending virtually, the Deputy Chair, Councillor Black took the Chair.

*The Chair, Councillor Black welcomed everyone to the meeting and those watching the meeting through the Live Broadcast. Councillor Black 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.*

**D113/22 Notice of Recording**

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

**D114/22 Apologies**

Councillor Elattar.

**D115/22 Declarations of Interest**

The Chair, Councillor Black reminded Members of their responsibility with regard to declaration of interest drawing attention in particular to agenda item on grants. He stated that if Members had already declared the interest it did not need reiterated.

*Councillor Kerr declared an interest in Coalisland Foodbank.*

## **D116/22      Chair's Business**

The Chair advised that Councillor Corry wished to raise an item under Chair's Business.

Councillor Corry sought permission for Council to write a letter of support for St. Patrick's PS, An Gleann, Watty Graham, An Gleann, St Patrick's PS and St Michael Davitt's, Swatragh. This letters of support is for the latest round of funding for "Your School, Your Club" scheme and were required before the 11 July 2022 deadline which is before the next Council meeting. Any help to provide these letters would be greatly appreciated.

The SD: Communities and Place advised that "Your School, Your Club" scheme is being administered by SportNI on behalf of Central Government and has previously been delivered across Northern Ireland and this district. The approach which had been taken under the last round was that any school or club which submitted an application, Officers would access those applications against our strategy which were previously agreed by Council and if they were in line with those strategies, then Officers would offer letters of support. As Councillor Corry has said, these schools and clubs referred to do require letters of support from the Council, with a deadline of 11<sup>th</sup> July 2022. He also advised that a request had been received from the Royal School, Dungannon and would suggest to members if they were content, that Council take the approach which was taken previously where Officers assess those applications against Council strategy and if in line with our strategies, particularly our Sports Facilities Strategy which was agreed previously, then Officers would pull together Letters of Support for these events.

*Councillor Cuddy declared an interest as he had attended the Royal School, Dungannon.*

Councillor Cuddy advised that it was important to support all schools under the same process and to support them any possible way we can.

Proposed by Councillor Corry  
Seconded by Councillor Cuddy

That a letter of support be issued to aforementioned named schools and clubs on the basis that the applications are assessed against the Council Strategy as previously was the case.

Councillor Wilson said that he previously raised the issue of requesting letters of support and wanted to make it clear that he did not have an issue with any of these but it was Council policy for whoever was looking a letter of support to write into Council themselves and not requested through individual Councillors. He sought clarification on whether the schools the member referred to had written into Council as he was aware that the Royal School did make their own request to Council in writing.

The SD: Communities and Place advised that Officers were not aware of Council receiving a request in writing from the schools that the member alluded to, however he said that this scheme was slightly different from the letters of support for the levelling up fund given that the Your School, Your Club scheme had been delivered before and the approach to offering support, which was prerequisite of the funding, was delivered as previously outlined.

Councillor Wilson said that it was his understanding that this was not Council policy in which a school or a person acquiring a letter of support. If a letter of support was required then it was up to the school or person to write directly to the Council and not requested by an individual Councillor.

The SD: Communities and Place agreed with member that this was the case for corporate letters coming from a corporate body which needed to be endorsed by Committee and Council. Those letters coming from Officers would only confirm that the applicants project would support and further enhance a Council Strategy, previously agreed.

Councillor Wilson advised if a Councillor submitted a letter, then it was deemed to be coming from the Council as a corporate body and was curious to see where this now sits.

The SD: Communities and Place advised that the wording of the letter would be very clear around alignment with a Council agreed strategy.

Councillor Ashton suggested that Councillor Corry liaise with the two schools involved and ask them to make a written request to Council to keep things in line.

The Chair concurred with Councillor Ashton that this would be the best way forward to keep things right.

Councillor Wilson said that he would be happy to support the suggestion..

**Resolved** That it be recommended to Council that Councillor Corry liaise with aforementioned two schools advising them to write directly to Council to request a letter of support.

## **Matters for Decision**

### **D117/22 Development Report**

The AD: Development presented previously circulated report which provided update and sought approval on the following:

- **Community Grants - Rolling Grants Programme 2022–2023** - Rolling Grants Programme 2022–2023 recommendations
- **Irish Language Support Fund** - Awards
- **DFC Emergency Support Fund** - Award funding for provision of the social supermarket concept

- **Peace Heroines Art Project** – Council involvement, subject to further information
- **Seamus Heaney Home Place License** – Application for liquor license
- **Shared Island Art and Literary Residency Initiative** - To engage in discussions as part of the Shared Island fund
- **Shopmobility Mid Ulster** – Financial support
- **Development Department** – Update on progress

It was

Proposed by Councillor Clarke  
Seconded by Councillor Corry and

**Resolved** That it be recommended to Council to approve the following:

- **Community Grants - Rolling Grants Programme 2022–2023**

**Resolved** That it be recommended to Council to approve the allocation of the Community Grants as recommended in appendix 1 of the Officers report.

- **Irish Language Support Fund**

Councillor Ashton said that she was aware of this being raised by a member previously, but there still seems to be programmes coming forward with no translation as previously requested. In referring to some , she stated that it seemed that where there was translations there appeared to be different meanings for similar words and said it would be important to get this clarified.

The AD: Development advised that an update would be provided.

**Resolved** That it be recommended to Council to approve:

- 1) The allocation of the Irish Language Support Fund as recommended in appendix 2.
- 2) That Officers clarify the translation of the Irish Language included within the report and issue an update.

- **DFC Emergency Support Funding**

**Resolved** That it be recommended to Council to approve the allocation of the DFC Emergency Support Funding as detailed within report.

- **Peace Heroines Art Project**

Councillor Ashton said that she appreciated that it was in the early stages regarding the arts project, but was conscious in relation to street murals that this would be featuring over the past 25 years or longer, it would be important to know what the



murals would involve and where they were going to be put. She said that it was important to know the criteria around these murals and how it was going to be managed.

The AD: Development concurred with the Member and agreed that this would need to be completely detailed as it was so high level at the minute and this was why it was an in principle agreement at this stage moment. The AD: Development advised that the project promoter would be advised that Council endorsement could not be guaranteed until committee considers further detail in relation to who could be profiled, location, what communities and areas were involved etc. She advised that all these details needed to be received and brought back to members before a final decision was made on the matter.

Councillor Monteith said that he would be of a similar thinking to Councillor Ashton and the importance of how these murals were going to be managed.

**Resolved** That it be recommended to Council to:

- 1) Agree in principle to the initial participation in the Peace Heroines Art Project.
- 2) That Officers investigate criteria on how these murals were going to be managed before commitment to the project.

- **Seamus Heaney Home Place License**

**Resolved** That it be recommended to Council to agree to apply for the extension of a license for a place of public entertainment (theatre liquor license) for outdoor section, adjacent to the café entrance at the Seamus Heaney Homeplace.

- **Shared Island Art and Literary Residency Initiative**

Councillor Cuddy referred to Northern Ireland, Southern Ireland and Scotland always being very close when it comes to Arts and enquired whether Council had investigated the opportunity of possibly linking up with the West Coast of Scotland. He was unsure whether this was ever requested in the past but felt it would be very beneficial to expand it out further as these two islands were sitting in the top left hand corner of Europe and had so much in common and no reason not to look at something a bit further afield.

The AD: Development said that the current project was under shared island funding between the two proposed centres, however there is currently international and UK linkages with the existing Tyrone Guthrie arts residential centre. She stated that reaching out to Scotland re links to similar arts projects and sharing good practice could definitely be explored.

**Resolved** That it be recommended to Council to agree:

- 1) To Council participation in a Stakeholder Engagement group to explore a potential Literary Residency Initiative at Bellaghy Bawn and potential funding opportunities via the Shared Island Fund.
- 2) That Officers feed into the stakeholder group the suggestions around wider national/international networking and best practice opportunities.

- **Shopmobility Mid Ulster**

Councillor Corry wished to commend AD: Development and her team on the great work which had been done regarding shopmobility. She said that she attended the AGM and was great to see them moving into more suitable premises

**Resolved** That it be recommended to Council to agree financial contribution of £5000 per annum (for an initial 3 year period) to assist with relocation of Shopmobility scheme to external suitable premises.

- **Development Department**

Councillor Monteith referred to Community Support update report – Clogher Valley Childcare Centre of Excellence. He said that a presentation had been made by the group and a commitment made by Council to assist them, it was suggested at the presentation that a suitable marking or memorial be placed for the people who died during the famine in Ireland similar to the memorial placed at South Tyrone Hospital recently. He said that the group seemed really keen on the idea and would be very appropriate to do it. He asked that Officers get in touch with the group to advise of the great initiative but it would be important that the heritage of the area was not forgotten about.

The AD: Development agreed to investigate the matter.

Councillor Cuddy referred to PCSP and advised that Councillor Molloy, himself and others attended two meetings with Technical Services team, one in Dungannon and one in Moy. He said that they were both good meetings, only issue would be in Moy the condition of the war memorial. He noted this would not be the remit of PCSP but could Council investigate who was responsible for the maintenance of the memorial. He said that this was a separate project and from what he could understand there has never been any maintenance done to the war memorial. He advised that it looked well from the road, but very dilapidated when go up close, with damaged blocks and some of the lead lettering missing.. He sought clarification on who was responsible for the maintenance of the cenotaph to keep it up to a satisfactory standard and in the event that this was the responsibility of the Council that a report be brought back on what steps they intend to take to get it to that standard.

Councillor Molloy concurred with previous comment regarding what Council was responsible for.

He referred to the a larger project in Moy regarding the need for public realm works due to broken pavements which needed replacing, tree bases being ready to fall

down and in urgent need for a public works programme. He said that he was aware of a population limit on the public realm but enquired if there was a next stage of a public realm which could be looked at for our larger villages.

Councillor Burton said she had raised this issue before regarding smaller villages like Caledon where footpaths were in dire need of replacing as some flagstones were unsteady and not fit for purpose. She said that this needs to be flagged to DfI as these flagstones could result in an injury as she previously indicated at a previous meeting, where a person had fallen in Castlecaulfield. She said that it was important that footpaths in villages were properly maintained and kept in a reasonable order.

The Chair advised that it would be more appropriate to flag to DfI in the event of health and safety concerns, but to feed into smaller villages which do not meet requirement due to a smaller population.

She referred to the childcare facility in Clogher and advised that a meeting had taken place with Early Years group and felt that going forward it would be important to link with them to ask if they could hold regular meetings to include community representatives. She agreed with Councillor Monteith's suggestion of having a record of what this building was previously; as Clogher was one of the oldest areas listed within Ulster history, and to include the Cathedral and graveyards which were important to recognise going forward with the project.

Councillor Monteith concurred with Councillor Molloy regarding the dire need for a public realm scheme. He said that there was a need for a strategy for all villages as these people also pay rates in smaller villages and was unfair just to champion the main towns. He felt that this would be a good piece of work going forward but there was also a need for a rural strategy for smaller areas also.

The Chair advised that public realms do have a criteria on population, but would be good going forward to see funding allocated to villages and agreed that Councillor Monteith made a good point.

Councillor Kerr said that he fully agreed with Councillors Burton and Monteith regarding maintenance in villages. He referred to Torrent area where there have been legacy issues regarding the maintenance of footpaths between Roads Service and Council and referred to the village of Cappagh and said that for some reason when a resident contacted Roads Service regarding removal of tree, they indicated that it was Council's responsibility. He said that he had requested on numerous occasions that a report be brought back on who was responsible for what up in Cappagh village. He said that there was a need to look after the smaller settlements within Mid Ulster and whilst it was great to see the five main towns getting attention, there was also the need to focus on the smaller towns and villages.

The Chair said although he did not disagree with the points made and did not want to get bogged down to one or two particular villages felt that it would be beneficial to look at the bigger situation which would apply to all below and then we can identify the perimeters that there is so we can see what was possible and wasn't possible and try and move forward from there

**Resolved** That it be recommended to Council:

- 1) To note the contents of the development report.
- 2) That Officers liaise with representatives from Clogher Valley Childcare Centre of Excellence advising of the importance of marking the heritage of the area in relation to remembering the people who lost their lives in the Clogher Valley Workhouse.
- 3) That Officers to investigate who's responsible for the maintenance of Moy Cenotaph.
- 4) That Officers to investigate opportunities for Public Realm Works in small towns and villages.
- 5) That Officers investigate who's responsible for the maintenance of footpaths in smaller villages.
- 6) That Officers engage with Early Years to ask if Clogher Valley Childcare update meetings could be held regularly and keep the community representatives involved.
- 7) Investigate possible funding initiatives for smaller villages and settlements.

*Councillor Burton entered the meeting at 7.15 pm.*

## **D118/22 Community Lending Libraries**

The AD: Health, Leisure & Wellbeing presented previously circulated report to seek Council approval to grant permission for:

- Tullymeadow Community Group and Men's Shed, Augher to erect a community lending library in Augher Playpark
- Newmills Wildlife Gardening Club to erect a community lending library in Newmills Community Space

Councillor Doris said that she would be happy to propose the recommendation as it was a fantastic idea. She advised that Stewartstown Primary School provides this service and said the more of these community libraries opening up the better.

Councillor Quinn advised that there were also a few private lending libraries within Torrent, good idea and give everyone the opportunity to learn and was fully behind the initiative.

Proposed by Councillor Doris  
Seconded by Councillor Black and

**Resolved** That it be recommended to Council to approve the installation of Community Lending Libraries in Newmills, Brackaville Road, and Augher Playpark, Knockview, via an appropriate written agreement.

## **D119/22 Economic Development Report – OBFD**

The AD: Economic Development, Tourism and Strategic Programmes presented previously circulated report which provided an update on the following:

- **Great Days Out Event**
- **Mid Ulster Enterprise Week 2022**
- **Rural Business Development Grants Scheme 2022**
- **Mid Ulster Labour Market Partnership (LMP)**
- **Mid Ulster Place Shaping Plans**
- **Mid Ulster Socio-Economic Analysis**

It was

Proposed by Councillor Corry  
Seconded by Councillor Molloy and

**Resolved** That it be recommended to Council to approve the key activities as listed below in the Economic Development Report – OBFD.

- **Great Days Out Event**

**Resolved** That it be recommended to the Council to approve delivery of the Great Days Out Trade Event 2022 to be funded from Council's existing tourism budget at a cost of circ. £2,500.

- **Mid Ulster Enterprise Week 2022**

**Resolved** That it be recommended to the Council to approve:

- 1) Budget of circ. £28,000 for the delivery of Mid Ulster Enterprise Week 2022 from within the existing Economic Development budget 2022/23.
- 2) 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 2022. The costs for such to be apportioned from within the budget detailed at 5.2.1.
- 3) 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 period.

- **Rural Business Development Grants Scheme 2022**

**Resolved** That it be recommended to the Council to approve that delegated authority be granted to the Chief Executive to approve the issue of letters of offer to successful applicants in line with contractual timescales. A report will be brought to the Development Committee thereafter to update Members on the outcome of assessment and to note approved projects.

- **Mid Ulster Labour Market Partnership (LMP)**

**Resolved** That it be recommended to the Council to note report and approve for delegated authority be awarded to the Chief Executive to appoint successful delivery organisations following procurement exercises to allow LMP work to commence over the summer months (subject to receipt of official letter of offer).

- **Mid Ulster Place Shaping Plans**

The Chair stated that the report referred to specific towns and asked if they were being included because of the size of the population and asked if this was a factor in this one.

The AD: Economic Development, Tourism and Strategic Programmes stated that Dungannon, Cookstown and Magherafelt towns were selected due to them being the largest towns, and cautioned against taking on any further Plans until these were well advanced. She stated that Place Making Plans are comprehensive documents and each required a tremendous amount of work and added that it may be opportune to phase work starting on each. She added that in future there will be the opportunity to carry out such Plans for Coalisland and Maghera.

Councillor Kerr referred to strategic funding initiatives for the next 10-15 years and expressed his disappointment that Coalisland wasn't included. He said that he was aware of Coalisland receiving major investment in the last number of years through the Public Realm Scheme and hoped that when the Gortgonis Centre is refurbished and up and running and Coalisland Canal progress. He alluded to this being a new initiative and similar to what the Chair had indicated, was it to do with larger populations and hoped that clarity would be made at a future meeting on what the threshold was for larger towns and if funding did become available that this programme is rolled out in Coalisland along with other sizable areas within the district as it was important if there was going to be plans for economical socio regeneration in the area that smaller settlements cannot be left behind.

The Chair agreed with member's point and advised that his particular question related to Maghera and the fact that it was very close to the threshold for population and who knows what the census may reveal in the months to come as well. He said that he appreciated the AD: Economic Development, Tourism and Strategic Programmes comments relating to this all being down to resources, but with Maghera and Coalisland being 2 of our 5 major towns and if and when the resourcing becomes available that they may be included as a priority.

Councillor Monteith enquired how much the Plans would cost and what would the 20% be to the Council and whether this was a similar thing that was done to the masterplans recently.

The AD: Economic Development, Tourism and Strategic Programmes advised that Place Making Plans are not dissimilar to masterplans and have a multi-dimensional approach focusing on such areas as the economic, community, social, tourism, leisure etc aspects of the towns and seeks to get views from an extensive consultation process with communities, businesses, schools, government stakeholders, etc In terms of cost she stated other similar Plans cost up to £45k each

due to the size and scale of the work involved in developing them. Each Plan is a major piece of work and other areas often do one or two at a time.

Councillor Monteith said that he did not want to hold back on funding, but when a plan takes 3 years to make, how useful is a tool going to be. Council is in the process of doing the Development Plan at the minute which is anticipated to keep going on years and feels that it actually restricts development plans for what people want to do rather than facilitate, good example was the old masterplan for Dungannon which DfC and DSD or its predecessor carried out and this is still quoted by DfC in order to restrict development in Dungannon town. He wonders if this was to keep people busy and genuinely query on how you can talk about the development of a town like Dungannon and not discuss the immediate surrounding villages and towns. He advised that there were six secondary schools in Dungannon each taking in pupils anywhere between 5 and 15 miles away. Most major employers take in people well outside the boundary of the town and he didn't get it and alluded to Councillor Kerr referring to Coalisland and how do you talk of a plan for Dungannon when Coalisland is 4 miles away and not included. He said that he was very apprehensive when masterplans is mentioned as there wasn't a good experience for Dungannon.

The AD: Economic Development, Tourism and Strategic Programmes clarified that the Plans would each take on average up to a year to complete, however if they are being progressed on a phased basis, it would take slightly longer to complete them all.

Councillor Monteith said that he would be happy to propose but wished to make his comments clear that if there was money sitting for year 5 for a town which was 3 or 4 miles away from a major town that this should be resourced.

**Resolved** That it be recommended to the Council to:

- 1) Approve for Council officers to submit a funding application to Department for Communities (DFC) seeking 80% funding towards costs to develop 3 No. Place Shaping Plans for Dungannon, Cookstown and Magherafelt and that Council fund the remaining 20% of costs from its existing Economic Development budget 2022-2024.
- 2) Approve that authority be delegated to the Council's Chief Executive to sign and accept a letter of offer from DFC, subject to Council's funding bid being successful.
- 3) Approve for Council officers to proceed to procure professional expertise to manage and co-ordinate the development and production of 3 No. Place Shaping Plans for Dungannon, Cookstown and Magherafelt, subject to confirmation of funding from DFC.
- 4) Approve authority be delegated to Council's Chief Executive to appoint the successful organisation following the procurement exercise to allow work to progress on the Place Shaping Plans, subject to confirmation of funding.
- 5) Note an update report will be brought to the Development Committee in the Autumn to update Members on progress.

- **Mid Ulster Socio-Economic Analysis**

The AD: Economic Development, Tourism and Strategic Programmes advised that since this report was submitted in the Committee papers and issued to members, a further discussion had taken place in the Mid South West Region where they had alerted Officers to the fact that they wish to procure professional expertise to carry out a large Socio-Economic Analysis of the Mid South West region which would first necessitate preparing a socio-economic analysis for the 3 Council areas.

She sought approval to work together with Mid South West Region on the initiative as this option would provide better value for money .

Councillor Kerr referred to key sectors which were outlined and asked that telecommunications be included in the specification as there were hundreds of these people employed in the local area.

**Resolved**            That it be recommended to the Council to:

- 1) Approve that Mid Ulster Council partner with Fermanagh & Omagh and Armagh City, Banbridge & Craigavon Councils through the Mid South West Growth Deal to procure a professional consultant to undertake a comprehensive Socio Economic Analysis for each of the 3 Council areas. The consultant will also be required to use the 3 Socio Economic Analyses to inform and develop a detailed Socio Economic Analysis for the MSW region.
- 2) Approve that Mid Ulster Council makes financial provision in it's Economic Development Budget 2022/23 of circ. £15,000, if there is a requirement to financially contribute towards this initiative on an individual Council basis, in addition to MSW Growth Deal funding.
- 3) That 'telecoms' be added to the following sectors within the project specification - to read; "manufacturing, engineering, agri-food, construction, retail, tourism (including hospitality), agriculture, telecoms and services".
- 4) Note a report will be brought to the Development Committee thereafter via the MSW Growth Deal to update Members on progress.

## **Matters for Information**



## **D120/22      Minutes of Development Committee held on 16 June 2022**

Members noted Minutes of Development Committee held on 16 June 2022.

Councillor Kerr referred to D099/22 – Request for funding and enquired if there was any update on the Washingbay Walkway regarding the traffic issues at the junction of the site.

The SD: Communities and Place advised that he would seek an update and come back to Councillor Kerr directly.

Councillor Kerr also referred to D102/22 – Enhancement Scoping report for Castlebay and enquired if there was a timescale for taking back a report.

The SD: Communities and Place that an update would be provided to the member.

Councillor Martin advised that she had attended the last meeting but was not included in the minutes as attending the meeting and wished to have it recorded.

Councillor Monteith referred to D103/22 – Clean Neighbourhood Action Plan and enquired if there was a meeting arranged yet with WISE.

The SD: Communities and Place advised that engagement had taken place with members services who were to investigate the matter but was unsure if a date had been agreed yet.

The AD: Health, Leisure & Wellbeing advised that a monthly review meeting had taken place with WISE today and it was anticipated that a date would be possibly arranged for member in the first week of September after cross checking other committees and commitments. He advised that confirmation would be sought within the next week or 10 days and members kept updated.

Councillor Monteith said that it was disappointing that this had taken more than 3 months after being raised at committee.

Councillor Monteith referred to Private Tenancies and said that it was good to get an update but felt that it wouldn't do any harm in getting a presentation from Environment Health in relation to their current powers and responsibilities in relation to housing and total, for Members to identify what Environmental Health can legally do. He said that there was an onus on Council to get their teeth into this and was aware of consultations taking place on fitness standards and issues around high rents in the private and indeed the public sector including social housing. He said that people were living in horrific housing conditions, some even very dangerous, although not the majority of private tenancies but there is a significant issue and we need to see if our Environmental Health department have the powers to deal with these issues and if not we need to be lobbying to see where we can get the power to deal with these issues. He advised that there were massive issues around private rent and affordability which needed to be investigated.

Proposed by Councillor Monteith

Seconded by Councillor Kerr and

**Resolved** That representatives from Environmental Health be invited to a future meeting to provide an update on Housing Tenancies and their powers in relation to ongoing issues around private and social housing.

The SD: Communities and Place advised that Officers would try and get this scheduled in for when committee comes back in September. He advised that Officers were trying to arrange training for members around HMO legislation from the HMO Regional Team based in Belfast and would try and roll the two in together, given their inter-relationship and given the fact that Environmental Health function previously under the responsibility of the Environment Committee, now under the Development Committee.

Councillor Monteith commended the SD: Communities and Place with being on the ball and being well prepared included HMO as it had been an oversight on his part.

Councillor Burton referred to D093/22 – Deputation – Into the West Rail and asked if it would be possible to get a copy of the presentation forwarded to her.

The SD: Communities and Place advised that he seek copy of the presentation and forward onto the Committee.

#### **D121/22 Private Tenancies Act (Northern Ireland) 2022**

Members noted previously circulated report which informed of the introduction of the Private Tenancies Act (Northern Ireland) 2022.

#### **D122/22 Economic Development Report – OBFi**

Members noted previously circulated report which provided an update on the following:

- Tourism Summer Campaign 2022
- Tourism Development Group Minutes 12.04.2022
- Cookstown Town Centre Forum Minutes 23.03.2022
- UK Tentative List Process of World Heritage Sites

*Live broadcast ended at 8 pm.*

#### **Local Government (NI) Act 2014 – Confidential Business**

Proposed by Councillor Molloy  
Seconded by Councillor Cuddy and

**Resolved** 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 D123/22 to D125/22.

**Matters for Decision**

D123/22      Age Friendly

D124/22      Economic Development Report – CBFD

**Matters for Information**

D125/22      Confidential Minutes of Development Committee held on  
16 June 2022

**D126/22      Duration of Meeting**

The meeting commenced at 7 pm and concluded at 8.15 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 please raise your hand in the normal way and keep raised until advised to lower it
- 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.

<b>Report on</b>	Food Service Plan for 2022/2023
<b>Date of Meeting</b>	15th September 2022
<b>Reporting Officer</b>	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
<b>Contact Officer</b>	Monica McDonnell, Principal Environmental Health Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Members on the Environmental Health Unit Food Service Plan 2022/2023.
<b>2.0</b>	<b>Background</b>
2.1	The Food Standards Agency (FSA) requires each competent authority to have an up-to-date documented Food Service Plan readily available to food business operators (FBOs) and consumers, which is a requirement of their audit processes. 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	The current relevant advice issued by the FSA relates to the Local Authority Recovery Plan, issued as a result of the COVID-19 pandemic. The FSA Recovery Plan covers the period from 1 <sup>st</sup> July 2021 to March 2024, and includes the timeframe to which this Food Service Plan relates (April 2022 – March 2023).
<b>3.0</b>	<b>Main Report</b>
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	The requirements of the FSA Local Authority Recovery Plan have also been included within the Food Service Plan for 2022/2023. The FSA has indicated that local authorities should, where they are able to, move at a faster pace than set out in the Recovery Plan to enable realignment with the requirements of the Food Law Code of Practice.
3.3	Therefore, the Environmental Health Unit's Food Service Plan for 2022/2023 has been developed in order to meet the requirements outlined in the Framework Agreement and to take account of the Local Authority Recovery Plan. The Plan covers in detail: <ul style="list-style-type: none"> <li>The aims and objectives of the food service</li> </ul>

3.4	<ul style="list-style-type: none"> <li>• The profile of the council, including the organisational structure and the scope of the service provided</li> <li>• The ways in which the service will be delivered and the targets for its delivery</li> <li>• The human and financial resources involved in providing the service</li> <li>• The ways in which the quality of the service will be monitored and improved upon</li> <li>• The ways in which the service will be reviewed and improved upon.</li> </ul> <p>The Food Service Plan also includes a review of the delivery of the food service during the period April 2021 – March 2022.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: As detailed in Food Service Plan. Annual incoming grant contribution of £139,018.54 from the FSA for 2022/2023 which reflects an increase from 2021/22 of £35,645.78. Grant amount may vary on an annual basis and subject to change. Considered as part of MUDC annual rates estimates process.
	Human: Officer time
	Risk Management: Considered in line with relevant Council policies and procedures..
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None anticipated at this juncture.
	Rural Needs Implications: None anticipated at this juncture.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	To note the contents of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix A: Food Service Plan April 2022– March 2023 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 2022 – March 2023**

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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 Places Department Plan and our Service Improvement 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 1714km<sup>2</sup> 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.

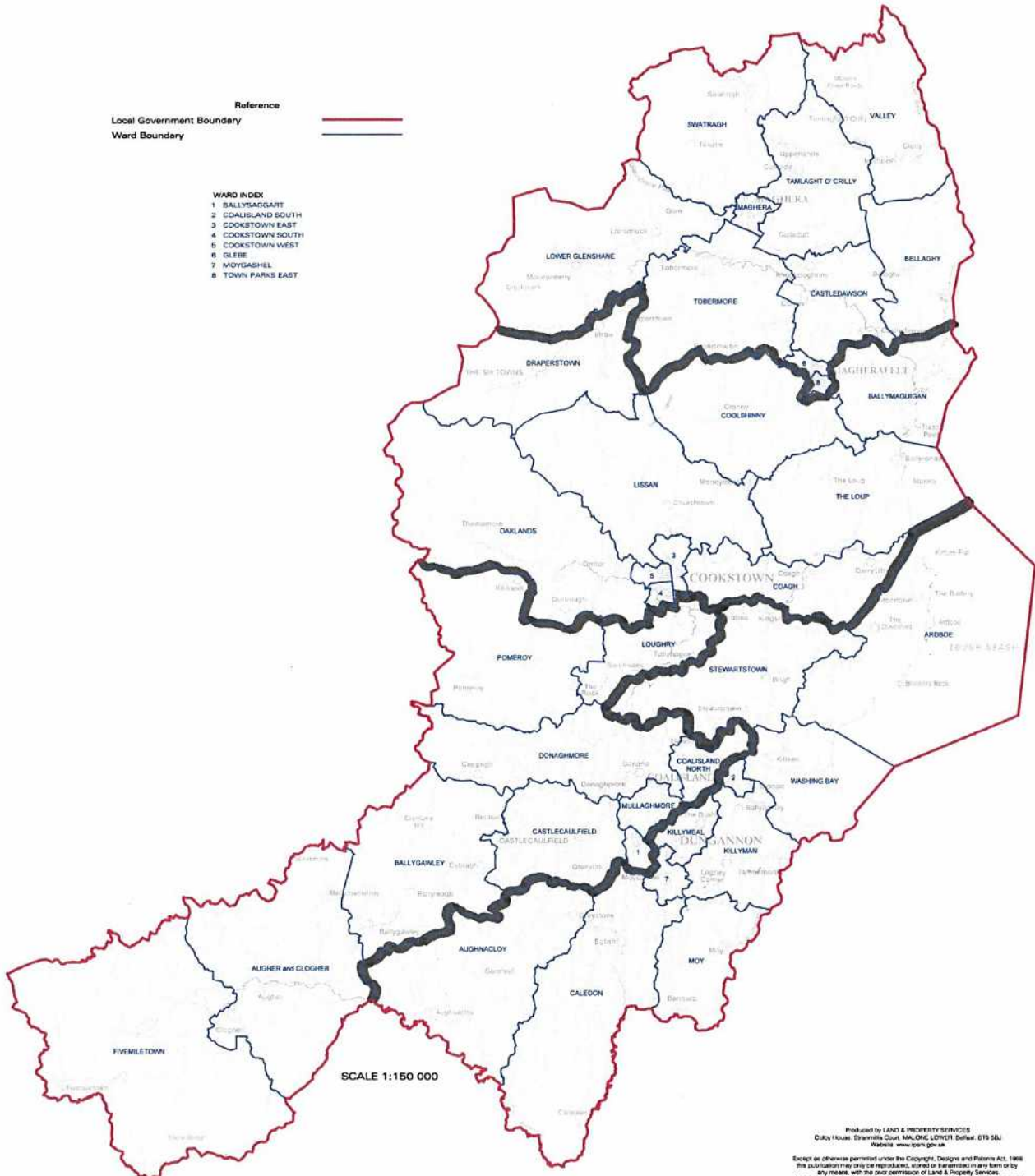
# MID ULSTER

Local Government District and Wards



Reference  
Local Government Boundary  
Ward Boundary

- WARD INDEX**
- 1 BALLYMAGUIRE
  - 2 COALISLAND SOUTH
  - 3 COOKSTOWN EAST
  - 4 COOKSTOWN WEST
  - 5 COOKSTOWN SOUTH
  - 6 TALLER
  - 7 MOYGASHEL
  - 8 TOWN PARKS EAST



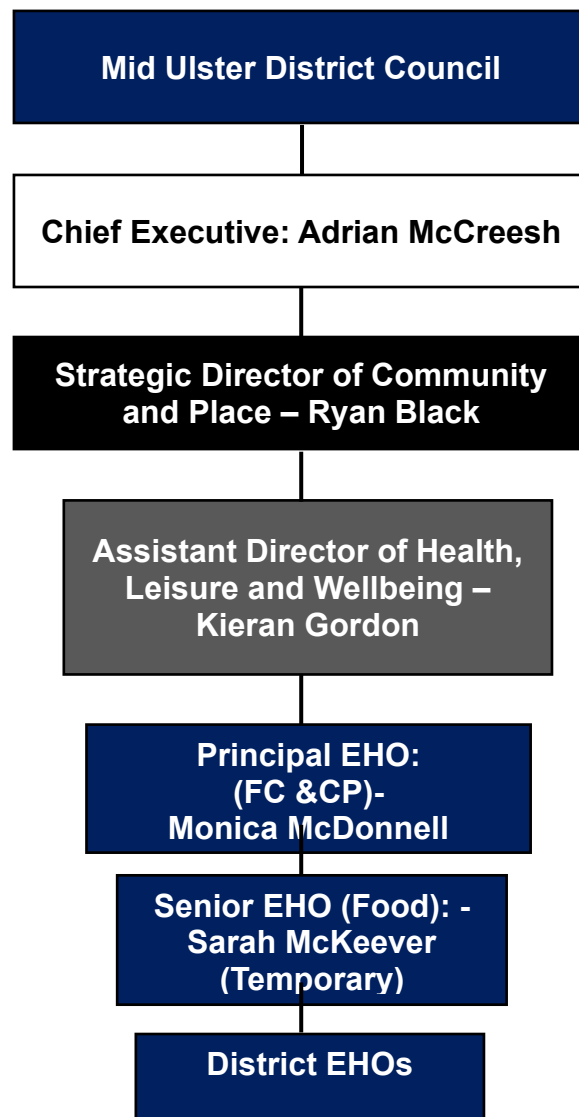
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## 2.2 Organisational Structure



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.

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

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 1881 food premises.

The food premises fall into the following categories: -

Category Breakdown	Number of Premises	Percentage of Total Premises
Primary Producers	61	3.2
Manufacturers/Packers	147	7.8
Importers/Exporters	1	0.05
Distributors/Transporters	56	2.95
Retailers	320	17
Restaurants and Caterers	1296	69
<b>Total</b>	<b>1881</b>	<b>100</b>

### 2.4.2 Approved and Registered Premises

Of the 1881 food premises in the Council area, 1857 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.

#### **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.

	<b>Total</b>	<b>Task time</b>	<b>Total hours</b>
Non Approved Medium to Large Manufacturers	36	10	360

#### **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](mailto: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 how food businesses are regulated as part of their Achieving Business Compliance (ABC) programme.

- 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.
- Implementation of the Food Standards Agency Local Authority Recovery Plan introduced as a result of the COVID-19 pandemic.

## **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**

Prior to the COVID-19 pandemic, the food team at Mid Ulster District Council aspired to carry out all food hygiene and food standards interventions at the minimum frequency outlined in the Food Law Code of Practice (Northern Ireland). However, during the pandemic, significant challenges were encountered with delivery of the statutory functions across all core functions at all district councils. The government's key priority to protect communities from COVID-19 meant that many food businesses were temporarily closed. As a result, routine interventions were suspended for a time. Despite these challenges, the food team at Mid Ulster District Council supported, and continues to support, food businesses to help them ensure delivery of hygienically produced, safe food.

This year's food service delivery plan sets out priorities for the food team in line with the Food Standards Agency's Covid-19 Local Authority Recovery Plan. The Recovery Plan sets out the FSA's guidance and advice to District Councils for the period from 1<sup>st</sup> July 2021 – 31<sup>st</sup> March 2024. The aims of the Recovery Plan are:

- To ensure that, during the period of recovery from the impact of the COVID-19 pandemic, local authority resources are targeted to where they add greatest value in providing safeguards for public health and consumer protection in relation to food
- To safeguard the credibility of the Food Hygiene Rating Scheme (FHRS)

The Recovery Plan provides a framework for restarting the regulatory system in line with the Food Law Code of Practice for new food establishments and for high-risk and/or non-compliant establishments while providing flexibility for lower risk establishments. All local authorities are expected to have regard to the guidance and advice in the Recovery Plan. Local authorities have been required to complete FSA 'temperature check' surveys and bespoke annual returns at regular intervals to allow the FSA to monitor local authority progress in line with the Recovery Plan.

The FSA's expectation is that local authorities should move at a faster pace in realigning with the Food Law Code of Practice than the minimum set out in the Plan where resources allow this to happen.

To ensure the credibility of the Food Hygiene Rating Scheme is maintained and to re-align with the requirements of the Food Law Code of Practice, the food team at Mid Ulster District Council endeavour to move at a faster pace than outlined in the Recovery Plan. The backlog of inspections, which has arisen primarily due to the pandemic, has and continues to be prioritised and allocated in line with available resource within the food team.

With this in mind, 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.

New premises that open within the District throughout the year will be registered, or where necessary approved under Regulation (EC) 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 Recovery Plan requires that, as a minimum, certain interventions are carried out by March 2023. The following diagram, taken from the FSA's Local Authority Recovery Plan, demonstrates the requirements. The 2022/2023 Food Service Plan relates to Phase 2 of the Recovery Plan:



The following inspections are *planned* for the period of 1<sup>st</sup> April 2022- 31<sup>st</sup> March 2023:

Risk Category	Planned Interventions	Task Time (hrs)	Total Hours
A	2	7	14
B	15	6	90
C	56	5	280
D	38	4	152
E	324	2	648
Unrated	40	4	160

The following planned inspections are *outstanding* up to 1<sup>st</sup> April 2022:

Risk Category	Planned Interventions	Task Time (hrs)	Total Hours
A	0	7	0
B	3	6	18
C	127	5	635
D	411	4	1644
E	260	2	520
Unrated	15	4	60

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 1<sup>st</sup> April 2022- 31<sup>st</sup> March 2023:

Risk Category	Planned Interventions	Task Time (hrs)	Total Hours
A	8	7	56
B	25	5	125
C	228	2	456
Unrated	40	2	80

The following FS planned inspections are *outstanding* up to 1<sup>st</sup> April 2022:

<b>Risk Category</b>	<b>Planned Interventions</b>	<b>Task Time (hrs)</b>	<b>Total Hours</b>
A	0	7	0
B	64	5	320
C	448	2	896
Unrated (new premises)	17	2	34
Outside Programme	10	1	10

Businesses within the 'outside the programme' category relate to those 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.

### 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 2021/2022) are outlined in the table below:

	<b>Planned Interventions</b>	<b>Task Time</b>	<b>Total Hours</b>
FHRV	4	2	8
FHO	1	2	2
FHRSRV	2	2	4
FSRV	0	2	0

### 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:

	<b>Planned Interventions</b>	<b>Task Time (hrs)</b>	<b>Total Hours</b>
Microbiological Sampling	304	1.0	384
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.

### **3.2 Reactive Work**

The FSA have stated in their Recovery Plan that Local Authorities will be expected to continue to deliver the following:

- Official controls where the nature and frequency are prescribed in specific legislation or recommended by FSA guidance.
- Reactive work including, enforcement in the case of non-compliance, managing food incidents and food hazards, and investigating and managing complaints.
- Sampling in accordance with the LA sampling programme and any follow-up necessary 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).
- For 'new businesses', consideration of registration information and intelligence with appropriate onsite interventions where there are concerns around public health/consumer protection.
- For 'new businesses' where consideration of registration information/intelligence indicates low risk, initial visits should be prioritised and undertaken in accordance with the Codes of Practice.

#### **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 2021/2022 is outlined in the table below:

	<b>New and Advisory Visits</b>	<b>Task Time (hrs)</b>	<b>Total Hours</b>
New Premises Inspections	219	3	657

### 3.2.2 Food Complaints

Food complaints will be investigated according to the food complaints procedure. The estimated number of complaints for the 2022/2023 year is outlined below (based on figures for 2021/2022). 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 the Home Authority Premises.

	<b>Complaints</b>	<b>Task Time</b>	<b>Total Hours</b>
Food hygiene & Food standards	80	8	640

### 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 2022/2023 year is outlined below (based on figures for 2021/2022). Other notified issues will be considered by the Principal Food Officer and actioned where necessary.

	<b>Number</b>	<b>Task Time</b>	<b>Total Hours</b>
Food Alerts/Localised Food Incidents	8	5	40

### 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 2022/2023 year is outlined below (based on figures for 2021/2022).

	<b>Estimated Interventions</b>	<b>Task Time (hrs)</b>	<b>Total Hours</b>
Sporadic Investigations including ID notifications from Public Health Agency	104	4	416
Outbreak Investigations	1	20	20

### 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 2022/2023 year is outlined below (based on figures for 2021/2022):

	<b>Estimated No of service requests</b>	<b>Task Time (hrs)</b>	<b>Total Hours</b>
Requests for food related service/advice	487	2	974

### 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 2022/2023, the estimated time spend for each type of enforcement action is outlined in the following table (based on 2021/2022 figures for some):

	<b>Follow Up Action</b>	<b>Task Time Hrs/premises</b>	<b>Total Hours</b>
Hygiene Improvement Notice	3	2	6
Hygiene Emergency Prohibition Notice	1	14	14
Caution (Based on 2021/2022)	2	10	20
Voluntary Closure	1	4	4
Voluntary Surrender (Based on 2021/2022)	1	6	6
Detention Notice	1	4	4
Remedial Action Notice	1	2	2
Prosecution/ legal file preparation	2	40	80

### 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	40
Business seminars (e.g.) assisting with Allergen compliance	30

### 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	100
KPI performance statistics Unit Plan	20
Food Service Plan	60
Preparation of papers for the Environment Committee	100
Sample Plans	30
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, FHRS Implementation Group and similar steering groups	140
Food Management – staff review and recruitment	100
Participation in regional work plan initiatives (e.g.) CBD product premises survey; food and nutrition children's menu survey	400
Involvement with EU Exit/ NI Protocol work streams	400

#### 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 2022/2023 is as outlined in the table below:

	<b>Total</b>
Staffing	359,309.10
Travel and Subsistence	8,532.50
Sampling Budget	17,000.00
<b>Total</b>	<b>384,841.60</b>

#### 4.1 Staffing Allocation

<b>Officer</b>	<b>Total</b>
PEHO	0.4
SEHO	1.0
DEHO	6.1 (includes 0.6 FTE vacant )
Support Staff	N/A
Clerical Staff	1.0
<b>Total</b>	<b>7.5</b>
EHO	<b>1.0</b>
Business Support Officer	

The total number of estimated Environmental Health Officer hours required to deliver the food service for 2022/2023 as outlined in this plan is **13,601.5** hours. This equates to **8.47** full time equivalent environmental health officers (based on 1606 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 **7.5** FTE, the food team had been operating with vacant posts equivalent to 2.2 FTE officers for 2021/2022. However, 1.6 FTE was returned or allocated to food service delivery from June 2022. A deficit of 0.6FTE remains due to a maternity cover which has not been filled. To deliver the food service for 2022/2023 as outlined above, there is a current shortfall of **1.57** 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 Assistant Director of Health, Well Being and Leisure for consideration and 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, in particular 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:

- 6 monthly review on achievement of food related KPIs within the Food and Consumer Protection Unit Plan, and the Departmental business plan where appropriate.
- Annual review on achievement of targets reported to the Assistant Director of Health, Leisure and Wellbeing.

### 6.2 Identification of any variation from the Service Plan

A review will be carried out at the end of the 2022/2023 year to identify variation from this plan. A review of the 2021/2022 food related targets from the Food and Consumer Protection Unit Plan is detailed in the table below:

Service Objective	Target	Actual
<b>Provide advice to businesses on matters relating to food, consumer protection, tobacco control and the fuel stamp scheme.</b>	90% of queries responded to within 5 working days	97%
<b>Provide advice and guidance on food hygiene and safety matters to food businesses when COVID-19 rules are less restrictive and food premises are preparing to re-open.</b>	Number of businesses provided with access to the necessary FH&FS advice and guidance whilst preparing to re-open after a period of closure helping to ensure food safety	Target met
<b>Undertake food hygiene and food standards inspections at food premises as per FSA recovery programme*</b>	Food Hygiene inspections (A&B)	FSA target met
	Food Standards inspections (A)	FSA target met
	New premises inspections	218 completed
<b>Continue to implement the requirements of the Food Standards Agency's statutory Food Hygiene Rating Scheme (FHRS) consistently across the District Council area, and review profile of FHRS premises in the area.</b>	Participate in National & Regional FHRS consistency exercises when they are available.	Target met
<b>Respond to and investigate all confirmed and alleged food poisoning incident notifications</b>	Respond to 100% of confirmed notifications within 1 working day	100%



<b>Undertake sampling - both food and water - from premises across the district to ensure safe food and water is available for all</b>	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
<b>Review MUDC internal procedure for receipt and return of notifications of infectious diseases from PHA</b>	Streamlined procedure introduced resulting in reduction of duplicated email notifications to officers, whilst ensuring 1WD KPI met.	Completed
<b>Investigate and respond to all food complaints received from members of the public, businesses or from other agencies (e.g.) FSA</b>	Respond to 90% of complaints within 3 working days.	98%
	Respond to remaining within 5 working days	100%
<b>Contact new premises within 28 days 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.</b>	All new premises contacted within 28 days of start-up or becoming aware of the business opening	100%
<b>Promote use of online registration for new food businesses to reduce administration burden on businesses and staff within the EH department.</b>	Promotion of online registration with new food business operators.	Ongoing
<b>Preparation and implementation of the prepaced for direct sale legislation from 1st October 2021</b>	Provide advice, guidance (via webinars) to relevant businesses and officer training (webinars) on complying with the legislative requirements.	Target met
<b>Assist businesses with ongoing queries and requests for Support Health Attestations (SHA) and labelling queries as a result of EU Exit</b>	Give priority to businesses requesting advice or the issuing of support health attestations or labelling queries as a result of EU Exit.	Target met

<b>To work in partnership with the FSA and Health and Wellbeing subgroup of NIFMG to promote CalorieWise and assist businesses with achievement of award</b>	Attend meetings of the Food and Nutrition subgroup of NIFMG and participate as a member council.	Attended
	Provide information on CalorieWise to relevant businesses after food interventions.	Ongoing
<b>*Whilst the planned programme of FH and FS inspections had been suspended as per FSA advice, priority visits continued. Approval application and inspections, where permissible, continued to be undertaken. In addition, officers from the food team carried out 772 inspections at food premises. There were 132 visits for microbiological sampling and 101 for chemical sampling.</b>		

### 6.3 Areas of Improvement

The work carried out by the food team was significantly impacted throughout the 2021/2022 year by a number of factors, most notably the COVID-19 pandemic, re-allocation of officers from the food team to other core functions, vacancies unfilled (e.g.) no backfill for a seconded post and a maternity cover.

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. Areas of improvement the food section are currently working on include streamlining procedures to improve efficiencies (e.g.) trialling a new approach to undertaken infectious disease notifications from the Public Health Agency to ensure the target for the return of the forms to PHA is achieved and also allowing officers to continue with planned work without notifications coming to them as frequently. Improvements were suggested in relation to allocation of workloads per ward, in relation to sampling rotas and in relation to improvements to business support procedures. 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.

<b>Report on</b>	1. European Heritage Open Days 2022 2. Cookstown Continental Market Evaluation Report 2022 3. Granville Industrial Estate, Dungannon
<b>Date of Meeting</b>	15 September 2022
<b>Reporting Officer</b>	Assistant Director of Economy, Tourism & Strategic Programmes

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To provide Members with an update on key activities as detailed below.
<b>2.0</b>	<b>Background</b>
2.1	<p><b>European Heritage Open Days 2022</b>  The Bridewell, Magherafelt and US Grant Ancestral Homestead, Ballygawley will provide Living History Tours for European Heritage Open Days on the second weekend in September 2022. This is an annual event celebrating local architecture, history and culture, which takes place across Europe. In NI the European Heritage Open Days is managed by the Department for Communities with support of the Council of Europe and the European Commission.</p>
2.2	<p><b>Cookstown Continental Market Evaluation Report 2022</b>  Cookstown Continental Market was held Saturday 28 – Sunday 29 May 2022, in William Street, Cookstown. The Market was delivered in association with Marketplace Europe and Cookstown Town Centre Forum.</p>
2.3	<p><b>Granville Industrial Estate, Dungannon</b>  Granville Industrial Estate is one of the busiest and economically successful of its kind in NI providing significant employment (approximately 3,000 jobs) in the local area. Long-standing occupying businesses have made ongoing representation to Council that in its current state of disrepair the industrial estate is not an attractive proposition to further invest in. Over a number of years the Council has been lobbying the relevant departments including Department for Infrastructure (DfI) for much needed investment to enhance and improve the physical infrastructure within the estate.</p>

3.0	<b>Main Report</b>
3.1	<p><b>European Heritage Open Days 2022</b> The Bridewell, Magherafelt and US Grant Ancestral Homestead, Ballygawley will provide Living History tours for European Heritage Open Days over the weekend from 9 – 11 September 2022.</p> <ul style="list-style-type: none"> <li>• Friday 9 September 2022 – Four local primary schools within walking distance to the Bridewell are invited to visit the cells where they will experience Living History characters and provide an interactive tour of what life would have been like in the 1804 Courthouse and Gaol Cells, before going to the library to discover photographs and history of Magherafelt town.</li> <li>• Saturday 10 September 2022 - The Bridewell will be brought back to life with living history tours giving visitors the opportunity to experience life in the original cells and participate in activities in the exercise yard. Tours every hour throughout the day.</li> <li>• Sunday 11 September 2022 - Living history tours will take place every 30 mins giving visitors an experience into the lives of the Simpson's, the ancestors of Ulysses Grant, General and 18<sup>th</sup> President of the United States of America.</li> </ul> <p>In total, there are 25 European Heritage Open Day events taking place across Mid Ulster. Further information can be found at <a href="http://visitmidulster.com">visitmidulster.com</a>. All the above events are free of charge during the weekend.</p>
3.2	<p><b>Cookstown Continental Market Evaluation Report 2022</b> Attached for Members attention on <b>Appendix 1</b> is an Evaluation Report of Cookstown Continental Market held from Saturday 28 to Sunday 29 May 2022.</p>
3.3	<p><b>Granville Industrial Estate, Dungannon</b> Members will be aware that Council has been lobbying the relevant central government departments for several years to address a number of ongoing issues facing businesses trading in the Estate.</p> <p>In June 2021, a Council delegation led by the Chair held a virtual meeting with the Infrastructure Minister to discuss a number of key issues and concerns which included the deteriorating condition of the road surface, footpaths and kerbs within the Estate. Business owners have expressed ongoing concerns regarding the appearance of the roads network impacting on attracting international business and trade.</p> <p>Council has recently been informed that in response the local DfI Network Maintenance Section have progressed this matter and developed a comprehensive resurfacing/maintenance programme for Granville which represents an investment in the region of £600k. This investment is focused on two complementary phases which are planned to commence in November 2022:-</p> <ul style="list-style-type: none"> <li>• <b>Phase 1 - Roads Maintenance/Resurfacing Programme within Granville Industrial Estate.</b></li> </ul>

	<p>The cost is estimated at £250,000 and some of the planned works will include complete carriageway reconstruction. (See <b>Appendix 2 – Location Map of Outline Works</b>)</p> <p><b>Phase 2 - Carriageway Resurfacing Scheme along a section of the A45 Granville / Dungannon Road.</b> The cost is estimated at £350,000 and will include 2km of inlay/overlay carriageway resurfacing and some sections of full footway reconstruction and footway widening/overlay. (See <b>Appendix 3 – Location Map</b>)</p> <p>As part of planning this work, DFI's Network Maintenance Team will be meeting with businesses on Thursday 15th September 2022 to discuss traffic management required to complete the works.</p> <p>Furthermore, following the Council meeting with the Infrastructure Minister in June 2021, DfI commissioned an Options Study to consider options for a new strategic access road at Granville Industrial Estate. This is a work in progress and DfI plan to bring an outline Options study to Council later this year.</p>
	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	<b>Financial:</b> n/a
	<b>Human:</b>  <b>European Heritage Open Days 2022</b> Officer Time
	<b>Risk Management:</b> n/a
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: n/a
	Rural Needs Implications: n/a
<b>5.0</b>	<b>Recommendation(s)</b>
<b>5.1</b>	<p>It is recommended that Members:</p> <p><b>European Heritage Open Days 2022</b> <b>Note</b> activities taking place within Mid Ulster District during European Heritage Open Days 2022.</p>

5.2	<b>Cookstown Continental Market 2022</b> <b>Note</b> Evaluation Report on Cookstown Continental Market 2022.
5.3	<b>Granville Industrial Estate, Dungannon</b> <b>Note</b> update.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	<p>Appendix 1 – Evaluation Report - Cookstown Continental Market 2022</p> <p>Appendix 2 – Location Map - Outline Works within Granville Industrial Estate</p> <p>Appendix 3 - Location Map - A45 / Dungannon Road</p>



# COOKSTOWN CONTINENTIAL MARKET

28 - 29 May 2022

## EVALUATION REPORT





## **1.0 Introduction**

Mid Ulster District Council, in partnership with Cookstown Town Centre Forum, hosted the Continental Market, from Saturday 28 – Sunday 29 May 2022 - the first corporate event delivered since 2019 after the Covid19 pandemic. The market returned to Cookstown as part of Marketplace Europe Spring Tour of Northern Ireland. The market was located along William Street Cookstown Town Centre, with a full road closure in place from 6.30pm Friday 27 May – 10.00pm Sunday 29 May 2022, to meet Health & Safety requirements. A schedule of children's and musical entertainment was delivered over the two days (See Appendix 3). The event is delivered through strong partnership working with statutory bodies and cross departmental which have been continually enhanced over each year of its delivery.

## **2.0 Background**

Our Community Plan consists of five key themes, one of which is Economic Growth. It is essential that our towns and villages are vibrant and competitive, attracting visitors, in turn resulting in local spend. Mid Ulster District Council Corporate Plan, Sustaining Our Environment a key theme strives to create and build a sense of civic pride in towns and villages across Mid Ulster. Our Plan for Growth, Mid Ulster's Economic Development Plan, theme 3 Enabling Town and Village Regeneration contains the action to 'Deliver and promote key signature events'.

An integral element of the aforementioned documents highlights the need to deliver signature events to create and sustain civic pride within the community. A key signature event for Cookstown is the delivery of Cookstown Continental Markets. This event has grown and developed, creating and enhancing the civic pride within the community, and aiming to deliver a high quality market to attract additional footfall to Cookstown Town Centre.

## **3.0 Continental Market 2022 Outputs**

- ❖ 20,000 visitors to the Continental Market
- ❖ 45 traders within the Continental Market arena
- ❖ Social Media:-
  - Visit Cookstown Facebook Page - 22 posts, including two promoted posts (one generic and one for the Market voucher competition), were posted on the Council's Facebook page, which currently has 15,000 followers.
  - The posts resulted in a total reach of 388,380, which means the posts reached more than 25 times the number of followers on the page. The posts collectively resulted in 3,315 likes, 2,086 comments and 763 shares. Most notably, our top performing post was a short video of Carol Doey with the Chair at the market on Saturday, which reached an audience of 97,998 and received 216 likes. This outperformed both our promoted posts by double the amount of audience reach.



- 3 posts were also posted on the Council's Twitter page, which currently has 6,731 followers. The posts had a total reach of 1,433 and collectively resulted in 75 likes, 2 retweets and 0 comments.
- 35 stories were posted to the Council's Instagram page over the Continental Market weekend, reaching an audience of 14,375. Instagram currently has 2,664 followers. Four posts had a total reach of 3,318, with 86 likes and 5 comments.
- ❖ Vouchers to the value of £1,000 to be spent at the Continental Market, through Facebook competition winners
- ❖ Variety of street and musical entertainment provided over the two days.
- ❖ An <sup>1</sup>estimated additional spend of £279,660 was generated in Cookstown over the two days
- ❖ Total Cost of delivery £35,000 plus staffing costs (Mid Ulster District Council), £1,000 contribution from Marketplace Europe (Vouchers for Facebook Competition)

<sup>1</sup>Estimated additional spend in local area:

	Average Spend	Spend
Accommodation	£60/night	£9,000
Subsistence	£120	£4,800
Refuelling	£70	£3,360.00
Footfall	£15.00 (estimated 20,000 people over 2 days with an average spend of £15.00)	£262,500
	TOTAL	£279,660

#### 4.0 Marketing & Promotion

The marketing & promotion campaign was delivered over a four week period commencing 2 May 2022. A variety of marketing channels were implemented, however, the main channel used was *digital first*:-

- ❖ Billboards- Two week cycle, delivered at Moneymore Road Cookstown
- ❖ Radio Advert on Q106 & Q102, 40 30 second adverts from 16 May – 29 May 2022.
- ❖ Letters to local businesses:- Letters were distributed to town centre businesses advising them of the Continental Market and associated road closures.
- ❖ Advertising was conducted in local papers through paid advertising (1 advert in Tyrone Courier, Dungannon Herald, Impartial Reporter, Mid Ulster Mail & County Derry Post) and news releases over a four week period commencing 16 May 2022.

- ❖ Social Media channels of Facebook and Twitter. Regular posts were conducted, pre/during/post the Continental Market, including a short promotional videos. A competition was run through social media channels with the opportunity of winning one of twenty £50 vouchers to spend at the market. The posts collectively resulted in 3,315 likes, 2,086 comments and 763 shares.
- ❖ Promoted posts were conducted commencing 24 May 2022.
- ❖ Mid Ulster District Council Website.
- ❖ Cookstown Branded Shopping Bags distributed to local shops

## **5.0 Event Planning of Continental Market 2022**

### **4.1 Continental Market**

The Continental Market was part of Marketplace Europe's Spring Tour of NI. Council Officers worked closely with the providers, Marketplace Europe Ltd, to ensure that all elements of project delivery are considered, implemented and delivered to a high standard. It is Marketplace Europe's responsibility to attract a wide and varied range of international traders to participate in the Market, attracting 45 traders.

The market is located on William Street, with Continental Market stalls erected back to back to the central reservation and due to the increase in trader numbers a few were located in parking bays, leaving footpaths free of pedestrian congestion. Due to the stalls being located 'back to back' to the central reservation, a road closure was in place from 6.30pm Friday 27 May – 10.00pm Sunday 29 May 2022.

### **4.2 Local Market Traders**

During the Continental Market, local Saturday traders traded as per the weekly Saturday Market, under the rules and regulations of Council. No trading licences were issued for the Sunday outside of the Continental Market area (William Street). Council controlled the James Street area on Saturday 28 May 2022.

### **4.3 Continental Market Competition**

A competition was run to heighten the profile of the market through social media. The competition via social media provided people with the chance of winning one of twenty £50 vouchers to spend at the market.

### **4.4 Street Entertainment**

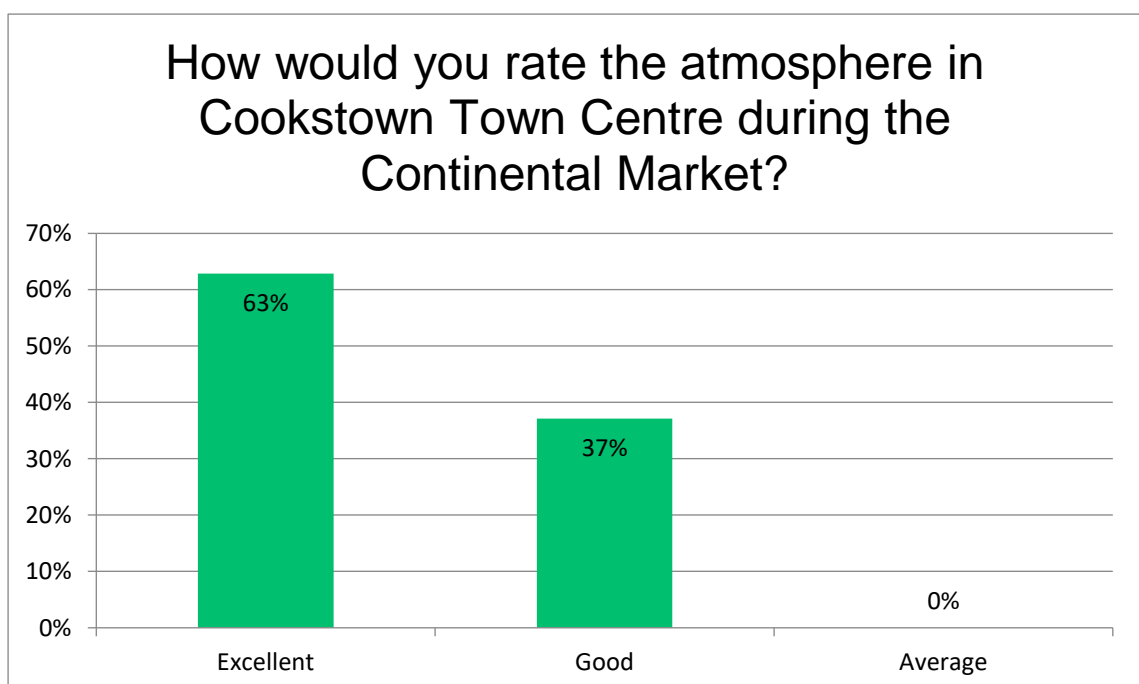
To add to the Continental Market and create an ambiance a variety of street entertainment was provided over the two day period at various periods. This included a dedicated Kids Zone with crafts, face painters and balloon modellers. Musical entertainment was delivered throughout Saturday and Sunday with a variety of performances to suit all ages. Each day included a variety of local talent (See Appendix 3).

## 6.0 Feedback/Evaluation of Continental Market

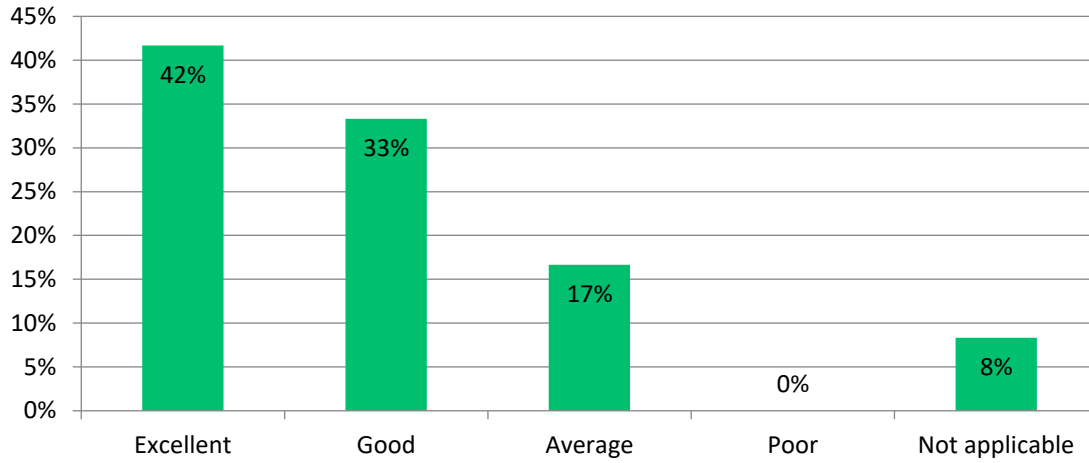
### 6.1 Feedback from Public

A Survey Monkey questionnaire (Appendix 1) regarding the Continental Market was compiled and the link created was published on Mid Ulster District Council website and social media via facebook to obtain feedback from the public.

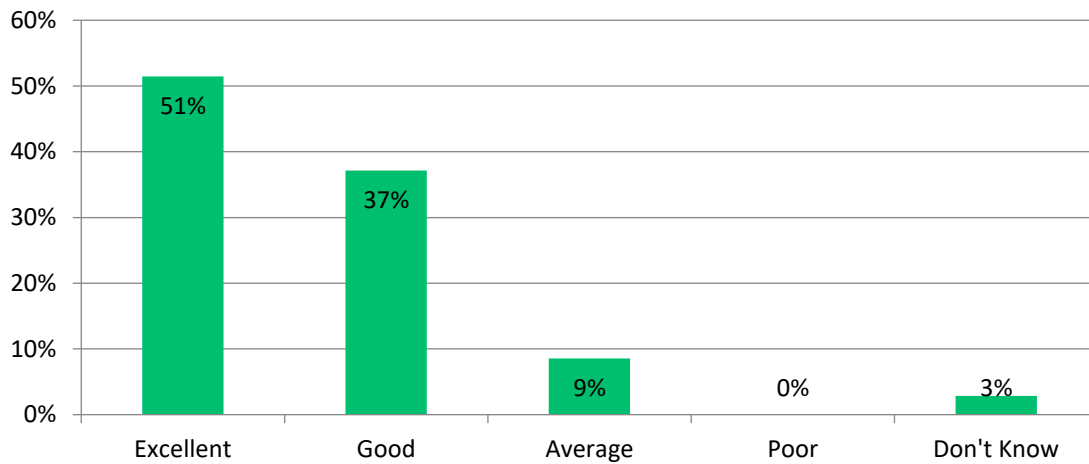
37 people completed the questionnaire. A sample of responses are depicted in the following charts:-

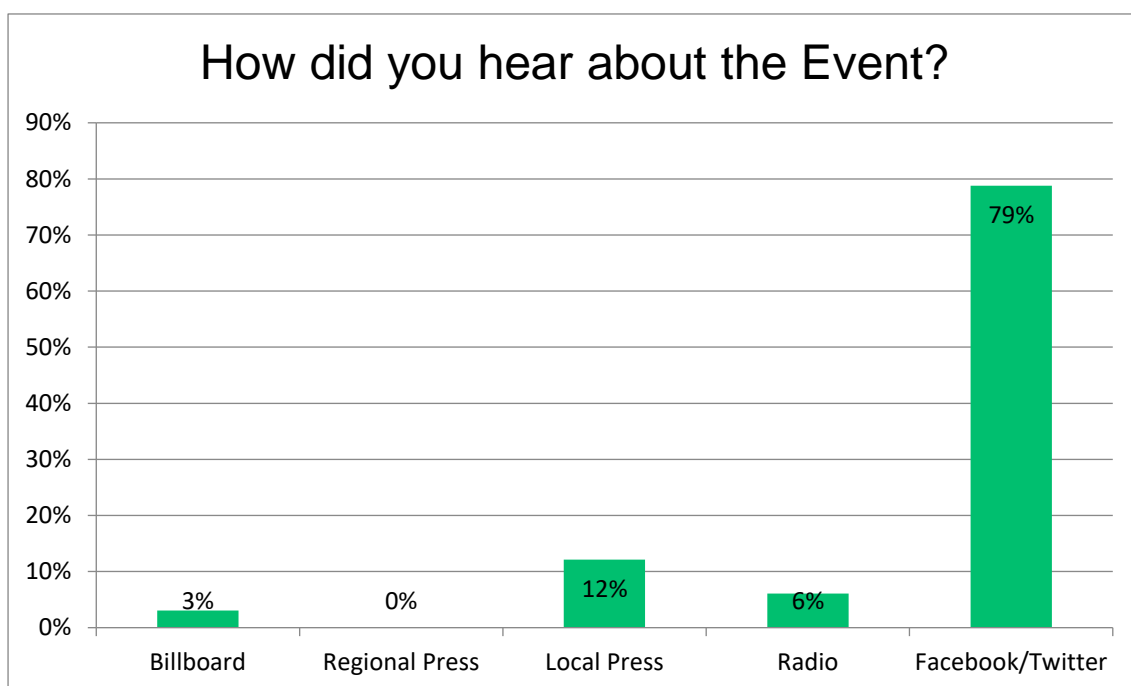
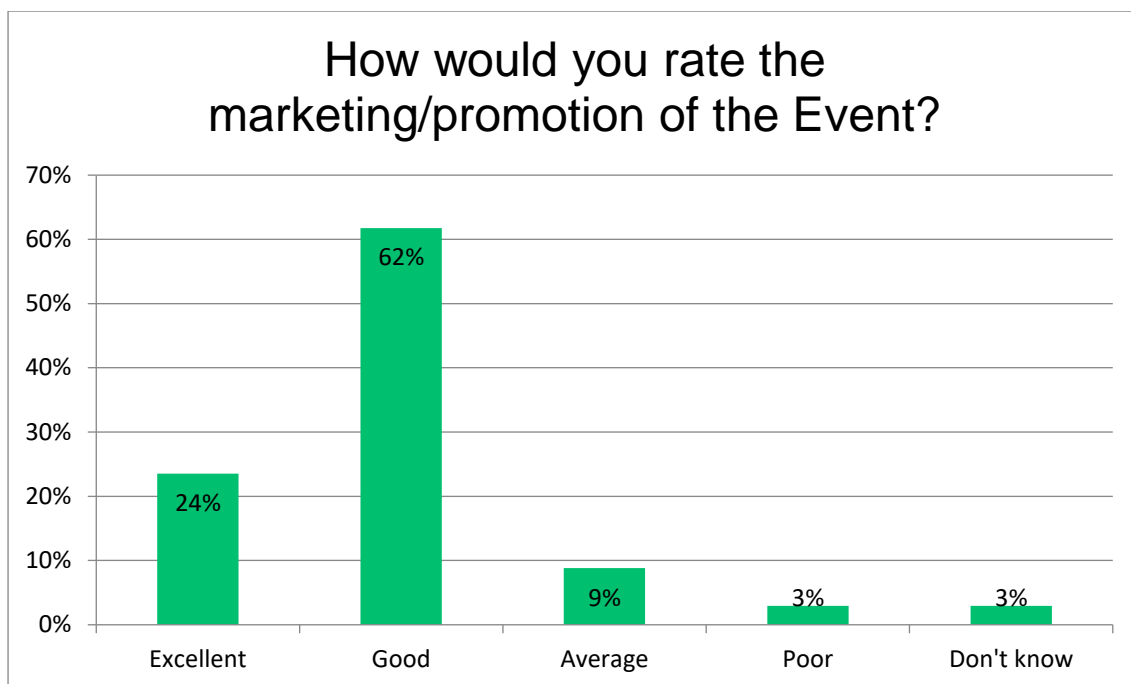


### How would you rate the Children's Entertainment provided during the Continental Market?



### How would you rate the Musical Entertainment provided during the Continental Market?





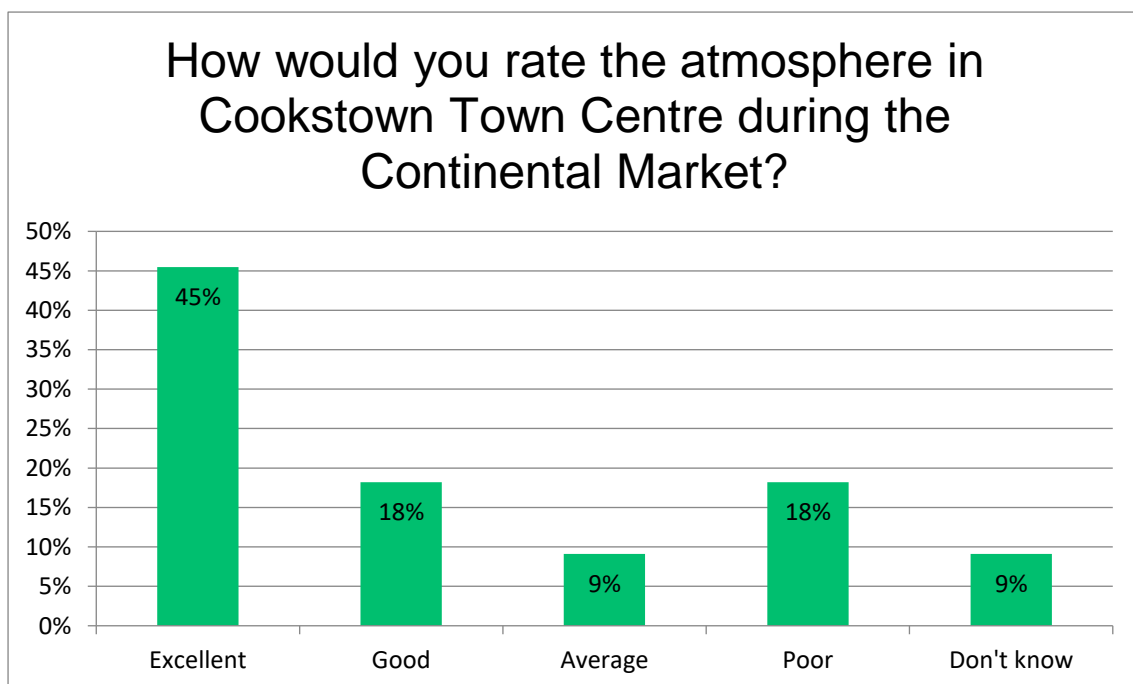
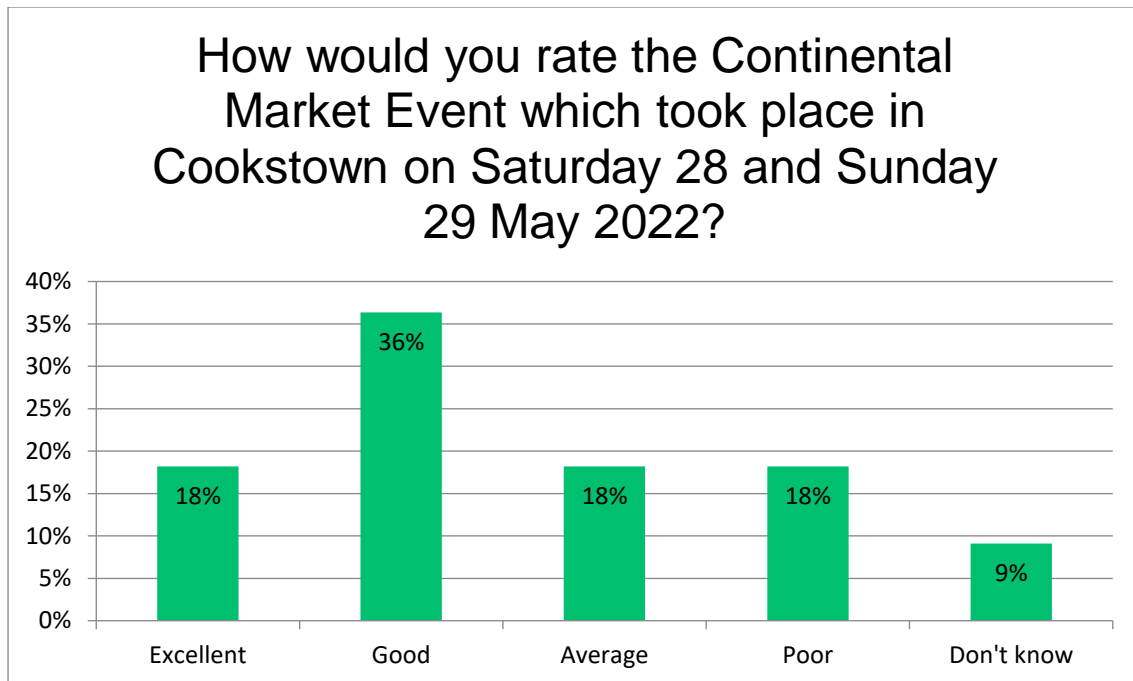
Other key statistics recorded include:-

- ❖ The majority of people who responded came from within a 15 mile radius of Cookstown Town.
- ❖ Saturday was the most popular day for visiting the market with 53% of respondents.
- ❖ 37% of people spent 1-2hrs in Cookstown Town Centre, followed by 31% who attended for more than 2hrs
- ❖ 59% visited local businesses while at the market
- ❖ 97% stated they would return to Cookstown to shop

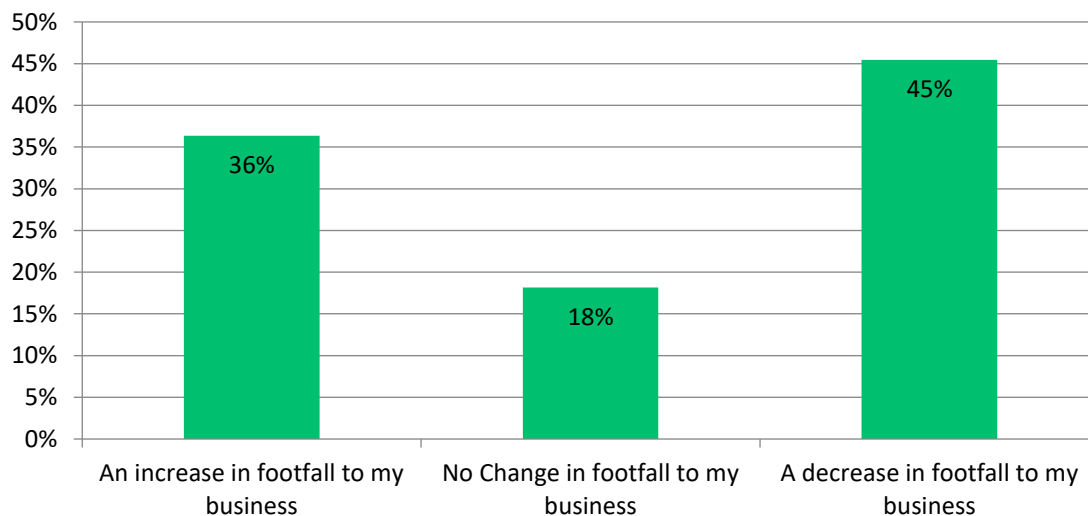
## 6.2 Feedback from Businesses

A Survey Monkey questionnaire (Appendix 2) regarding the Continental Market was compiled and the link was issued to Town Centre businesses via email to obtain feedback.

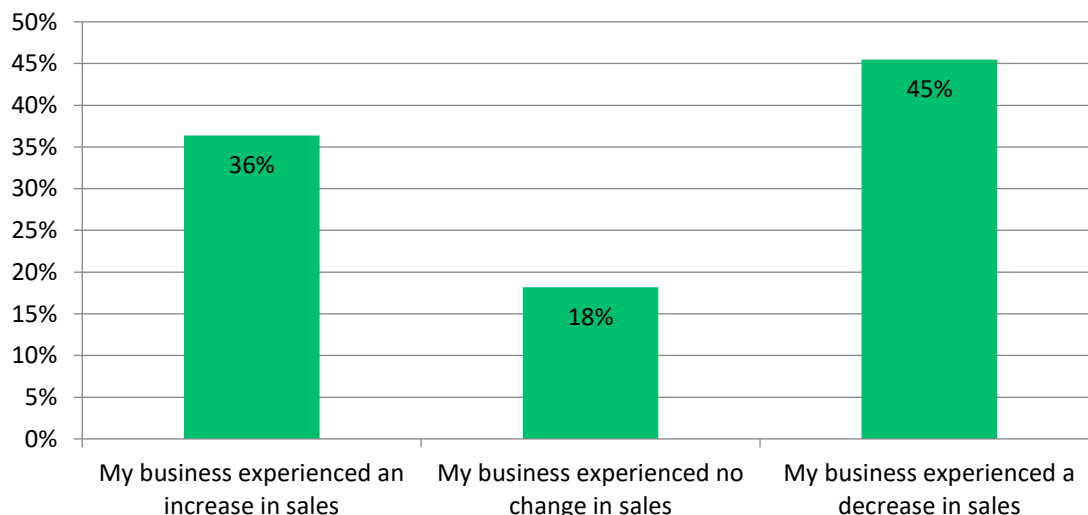
11 businesses completed the questionnaire. A sample of responses are depicted in the following charts:-



### How would you rate the impact of the event in terms of footfall



### How would you rate the impact of the event in terms of sales



Other key statistics recorded include:

- ❖ 70% of business who completed the survey visited the Market during the weekend.
- ❖ 50% felt Cookstown town benefitted from the event

### 6.3 Feedback from Market Place Europe

Managing Director, Allan Hartwell stated:-

*“This was the first major event in Cookstown since the Covid Pandemic. Once again Cookstown rolled out an amazing event for our traders to be part of and again we were all really well received by everyone. Our traders are made to feel really welcome in Cookstown and we all appreciate the work the Council and the local shopkeepers do in making the weekend so successful. It’s great to see the local shops engaging with a community event and we hope that our involvement makes a significant economic contribution to them and the town overall. We are delighted to have been invited back for 2022 and can’t wait to see you all again next year.”*

### 6.4 Street Entertainment

A variety of Street Entertainment was delivered over Saturday and Sunday (Appendix 3). The entertainment was well received as per the feedback under item 6.1.

## 7.0 Feedback for consideration from Public & Town Centre Businesses

Should the Continental Market return to Cookstown the following feedback for consideration has been submitted through the evaluation process:

#### Public

- ❖ More variety of stalls and spaced further apart
- ❖ Market Stalls to be relocated to town centre car parks, to allow the Saturday Market and town traders to operate as normal
- ❖ More non-food stalls
- ❖ More seating in bar area
- ❖ More Children's activities

#### Town Centre Businesses

- ❖ Expand the variety of traders
- ❖ Holding the market for one day on the Sunday only; it would help local businesses
- ❖ It might benefit the local business more if it was held on a Sunday and not Saturday and Sunday and provide stalls that are not competing with local businesses as it killed trade for a lot of businesses in all sectors
- ❖ Some Cookstown businesses don't benefit
- ❖ Town separation occurred
- ❖ If it could be over a Bank Holiday Weekend and be extended over to the Monday would be good. Some care needs to be taken to ensure that the entertainment organised doesn't lead to too much going on and careful positioning of where the extra entertainment is important.



## APPENDIX 1

### EVALUATION OF COOKSTOWN CONTINENTAL MARKET SATURDAY 28 – SUNDAY 29 MAY 2022

From 28-29 May 2022 Cookstown hosted the Continental Market. This was one of the Mid Ulster District Council's signature events for 2022, delivered in conjunction with Cookstown Town Centre Forum. 45 international traders were involved in the two day event, with free on-street entertainment provided to add to the ambiance.

To assist us in evaluating the Continental market, we would appreciate if you could take a few moments to complete and submit this brief questionnaire.

1. How would you rate the variety of international traders involved?
  - ☐ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Poor
  - ☐ Don't Know
2. How would you rate the atmosphere in Cookstown Town Centre during the Continental Market?
  - ☐ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Poor
  - ☐ Don't Know
3. How would you rate the Children's Entertainment provided during the Continental Market?
  - ☐ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Poor
  - ☐ Don't Know
4. How would you rate the Musical Entertainment provided?
  - ☐ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Poor
  - ☐ Don't Know
5. How would you rate the Marketing/Promotion of the Event?
  - ☐ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Poor
  - ☐ Don't Know

6. How did you hear about the event?

- ☐ Billboard
- ☐ Regional Press
- ☐ Local Press
- ☐ Radio
- ☐ Facebook/Twitter
- ☐ Other \_\_\_\_\_

7. Which local Council do you reside in?

- ☐ Mid Ulster District Council
- ☐ Armagh City, Banbridge and Craigavon Borough Council
- ☐ Fermanagh and Omagh District Council
- ☐ Antrim and Newtownabbey Borough Council
- ☐ Ards and North Down Borough Council
- ☐ Belfast City Council
- ☐ Causeway Coast and Glens Borough Council
- ☐ Derry City and Strabane District Council
- ☐ Lisburn and Castlereagh City Council
- ☐ Mid and East Antrim Borough Council
- ☐ Newry, Mourne and Down District Council

What is your closest Town?

\_\_\_\_\_

8. Which day(s) did you visit the market?

- ☐ Saturday 28 May
- ☐ Sunday 29 May

9. How long did you spend in Cookstown Town Centre?

- ☐ Up to 1 Hour
- ☐ 1-2 Hours
- ☐ 2-3 Hours
- ☐ More than 3 hours

10. Did you feel the operating hours were sufficient Saturday 10.00-20:00 & Sunday 11.00-17.00?

- ☐ Yes
- ☐ No

If No, please comment

\_\_\_\_\_

11. Did you visit any of the local businesses while in Cookstown?

- ☐ Yes
- ☐ No

12. Did you visit the Saturday Market trader stalls, located on James Street?

- ☐ Yes
- ☐ No

13. Would you return to shop in Cookstown?

- ☐ Yes
- ☐ No

14. If the event was to be again in Cookstown Town Centre, are there any areas for improvement regarding the development and delivery of the event?

**COOKSTOWN CONTINENTAL MARKET  
COOKSTOWN TOWN CENTRE  
SATURDAY 28 - SUNDAY 29 MAY 2022**

**RETAILER EVALUATION FORM**

1. How would you rate the Continental Market held from Saturday 28 - Sunday 29 May 2022?
  - ☐ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Poor
  - ☐ Don't Know
  
2. How would you rate the atmosphere in Cookstown Town Centre during the Continental Market?
  - ☐ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Poor
  - ☐ Don't Know
  
3. How would you rate the Entertainment provided during the Continental Market?
  - ☐ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Poor
  - ☐ Don't Know
  
4. How would you rate the Marketing/Promotion of the Event?
  - ☐ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Poor
  - ☐ Don't Know
  
5. Did you visit the Continental Market?
  - ☐ Yes
  - ☐ No

6. How would you rate the impact of the market in terms of:

An increase in footfall

- ☐ Positive
- ☐ No Change
- ☐ Negative

An increase in sales

- ☐ Positive
- ☐ No Change
- ☐ Negative

7. Did your business operate extended opening hours on the Saturday/Sunday?

- ☐ Yes
- ☐ No

If yes what trading hours did you operate? \_\_\_\_\_

8. Do you feel Cookstown Town benefited from the event?

- ☐ Yes
- ☐ No

9. If the event was to be again in Cookstown Town Centre, are there any areas for improvement regarding the development and delivery of the event?

10. Are there any other events/activities which you would like to see delivered in Cookstown Town Centre?



# Entertainment Schedule

## Cookstown Continental Market

### Saturday 28 May

<b>10.00</b>	<b>Market Opens</b>
<b>11.00 - 18:00</b>	<b>Carnival Themed Kids Zone</b>
	<ul style="list-style-type: none"> <li>- Face Painting</li> <li>- Balloon Modelling</li> <li>- Circus Suncatchers</li> <li>- Carnival Hat Making craft activities</li> <li>- Carnival games and activities</li> </ul>
<b>From 11:00</b>	<b>On Street Entertainment</b>
11.00 - 13.00	- Tiny Toes Tax
13.30 - 15.30	- Stilt Walking Chefs
15.30 - 16.30	- Batman Walkabout
16.30 - 17.30	- Spiderman Walkabout
17.30 - 19.30	- Candies
<b>From 11:00</b>	<b>Music Performances On Stage</b>
11.00 - 13.00	- Rwanda Shaw
13.00 - 14.00	- Hub Choir
14.00 - 16.00	- Stones from David
16.00 - 18.00	- Swingtime Starlets
18.00 - 19.45	- The Niamh Murray Band
<b>20:00</b>	<b>Market Closes</b>



Comhairle Ceantair  
**Lár Uladh**  
**Mid Ulster**  
District Council



# **Entertainment Schedule**

## **Cookstown Continental Market**

**Sunday 29 May**

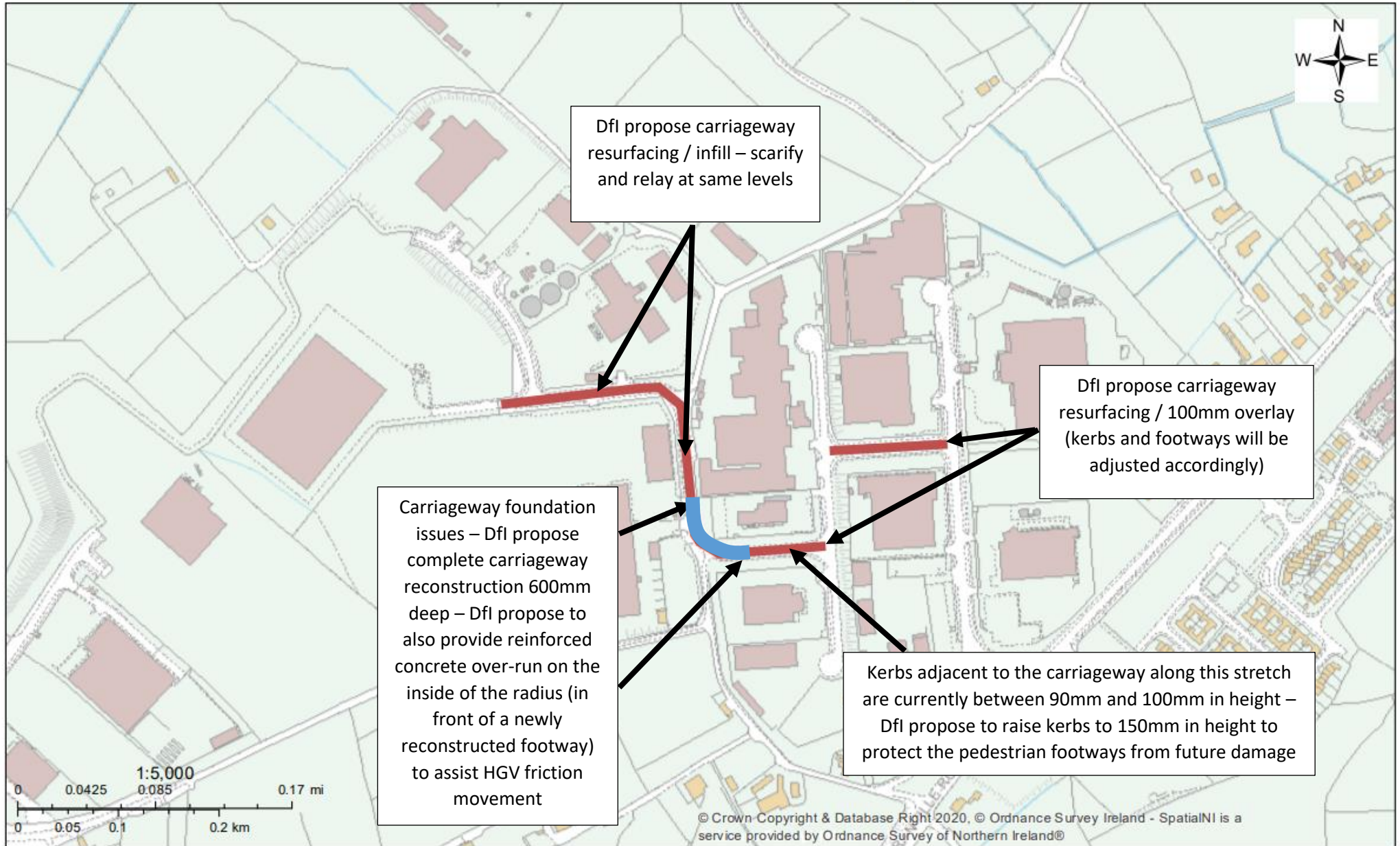
<b>10.00</b>	<b>Market Opens</b>
<b>11.00 - 16:00</b>	<b>Carnival Themed Kids Zone</b> <ul style="list-style-type: none"><li>- Face Painting</li><li>- Balloon Modelling</li><li>- Circus Suncatchers</li><li>- Carnival Hat Making craft activities</li><li>- Carnival games and activities</li></ul>
<b>From 12:00</b>	<b>On Street Entertainment</b>
12.00 - 14.00	- BeeYonce & the Honey Bee
13.00 - 14.30	- Storyteller
14.00 - 16.00	- Singing Princesses
<b>From 12:00</b>	<b>Music Performances On Stage</b>
12.00 - 13.00	- Cherie Morgan
13.00 - 14.00	- Small Corner
14.00 - 16.00	- Band of Gold
<b>17:00</b>	<b>Market Closes</b>



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District Council



## Granville Ind Est - Location Map



Friday 6 August 2021 13:48:35





- Temporary Traffic Counts
- Permanent Traffic Counts

Saturday 17 July 2021 14:29:06

