

ARDS AND NORTH DOWN BOROUGH COUNCIL

9 January 2020

Dear Sir/Madam

You are hereby invited to attend a meeting of the Community and Wellbeing Committee of the Ards and North Down Borough Council which will be held in the **Council Chamber, 2 Church Street, Newtownards** on **Wednesday 15 January 2020** commencing at **7.00 pm**.

Tea, coffee and sandwiches will be available from 6.00 pm.

Yours faithfully

Stephen Reid
Chief Executive
Ards and North Down Borough Council

A G E N D A

1. Apologies
2. Declarations of Interest
3. Community & Wellbeing Budgetary Control Report – November 2019 (Report attached)
4. Ards and North Down Sports Forum Grants (Report attached)
5. Sports Development Capital Grant – Strangford Lough Yacht Club (Report attached)
6. Air Quality (Report attached)
7. Housing Enforcement Activity (Report attached)
8. Q2 Community and Culture Performance (Report attached)
9. VE Day Celebrations (Report attached)
10. Multi- Annual Arts Grants 2020-2022 (Report attached)
11. Physical Activity Referral Scheme (Report attached)

*****IN CONFIDENCE*****

12. Floodgates Park (Report attached)
13. PCSP Minutes Private 28 October 2019 (Copy attached)
14. Tender for Sports Pitch Maintenance (Report attached)

*****OUT OF CONFIDENCE*****

15. Any Other Notified Business

MEMBERSHIP OF COMMUNITY AND WELLBEING COMMITTEE (16 MEMBERS)

Alderman Carson (Chairman)	Councillor Edmund
Alderman Irvine	Councillor Egan
Alderman Menagh (Vice-Chairman)	Councillor Martin
	Councillor Mathison
Councillor Boyle	Councillor McNickle
Councillor Chambers	Councillor Smart
Councillor Douglas	Councillor T Smith
Councillor Dunne	Councillor Thompson

ITEM 3**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Community & Wellbeing
Date of Meeting	15 January 2020
Responsible Director	Director of Community and Wellbeing
Responsible Head of Service	Head of Finance
Date of Report	18 December 2019
File Reference	FIN45
Legislation	Section 5 Local Government Finance Act (NI) 2011
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable <input checked="" type="checkbox"/>
Subject	Community & Wellbeing Budgetary Control Report – November 2019
Attachments	None

This Community & Wellbeing Budgetary Control Report covers the 8-month period 1 April to 30 November 2019 and is set out in Report 1 on page 3. The net cost of the service is showing an over spend of **£176,424** (2.8%) – box A.

A key assumption of the 2019/20 rates setting process was that payroll budgets would be £600k under spent so this was built in to the Council's 2019/20 budget. This budget is shown separately from Services so is not included in the variance above. The Community & Wellbeing Directorate's year to date share of this salary rebasing budget on a pro-rata basis is £131,692 so, if this was included, the adverse variance would increase to **£308,116**.

Explanation of Variance

The Community & Wellbeing budget performance is further analysed on page 3 into 3 key areas: -

Report	Type	Variance	Box
Report 2	Payroll Expenditure	£407,425 adverse	B
Report 3	Non-Payroll Expenditure	£112,621 favourable	C

Report 4	Income	£118,380 favourable	D
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Boxes B, C and D add up to the overall adverse variance (Box A - £176,424).

A summary of the November financial performance of Ards Blair Mayne Wellbeing & Leisure Centre is shown on Appendix 1. An action plan is under development which will help address the Centre's overspend.

Explanation of Variance

The Community and Wellbeing variance (£176,424 adverse) can be summarised in the following table: -

Type	Variance £'000	Comment
Payroll Expenditure	407.4	Mainly Leisure & Amenities – ABMW&LC (£263.5k adverse). Range of issues – see Appendix 1 on page 4. CLC (£48.1k adverse) – cover for staff absences. Parks & Cemeteries (£93.2k adverse) – overtime is £118.0k over budget, base pay and agency £32.7k under budget.
Other Non-Payroll Expenditure	(112.6)	Range of other overspends and underspends. Community Development (£24.7k favourable), Community Centres (£37.3k favourable), ABMW&LC (£24.1k adverse), CLC (£14.3k favourable), other Leisure (£46.0k favourable), Parks & Cemeteries (£16.7k favourable).
Leisure Centre Income	(4.1)	ABMW&LC – £23.8k better than budget – see Appendix 1 on page 4. Portaferry Sports Centre £15.2k behind target. Comber Leisure Centre £4.5k behind target.
Other Income	(114.3)	Community Centres (£38.3k) and Burial income (£40.6k) better than target. Environmental Health income £28.5k better than target mainly due to grant funding for Brexit preparations.
Total	176.4	Box A

Unclassified

REPORT 1 BUDGETARY CONTROL REPORT					
Period 8 - November 2019					
	Year to Date Actual	Year to Date Budget	Variance	Annual Budget	Variance
	£	£	£	£	%
Community & Wellbeing					
100 Community & Wellbeing HQ	151,026	156,500	(5,474)	230,000	3.5
110 Environmental Health	1,190,251	1,161,400	28,851	1,803,500	2.5
120 Community and Culture	1,390,155	1,452,600	(62,445)	2,075,000	4.3
130 Leisure and Amenities	3,686,720	3,471,227	215,493	5,134,500	6.2
Total	6,418,151	6,241,727	A 176,424	9,243,000	2.8
REPORT 2 PAYROLL EXPENDITURE BUDGETARY CONTROL REPORT					
	£	£	£	£	%
Community & Wellbeing - Payroll Expenditure					
100 Community & Wellbeing HQ	98,252	97,500	752	146,000	0.8
110 Environmental Health	1,386,078	1,339,500	46,578	2,013,300	3.5
120 Community and Culture	911,010	944,500	(33,490)	1,388,000	3.5
130 Leisure and Amenities	4,824,486	4,430,900	393,586	6,556,300	8.9
Total	7,219,825	6,812,400	B 407,425	10,103,600	6.0
REPORT 3 NON-PAYROLL EXPENDITURE BUDGETARY CONTROL REPORT					
	£	£	£	£	%
Community & Wellbeing - Non-Payroll Expenditure					
100 Community & Wellbeing HQ	52,774	59,000	(6,226)	85,400	10.6
110 Environmental Health	187,670	176,900	10,770	303,700	6.1
120 Community and Culture	1,493,558	1,520,200	(26,642)	3,385,700	1.8
130 Leisure and Amenities	1,170,776	1,261,300	(90,524)	2,077,500	7.2
Total	2,904,779	3,017,400	C (112,621)	5,852,300	3.7
REPORT 4 INCOME BUDGETARY CONTROL REPORT					
	£	£	£	£	%
Community & Wellbeing - Income					
100 Community & Wellbeing HQ	-	-	0	(1,400)	100.0
110 Environmental Health	(383,498)	(355,000)	(28,498)	(513,500)	(8.0)
120 Community and Culture	(1,014,413)	(1,012,100)	(2,313)	(2,698,700)	(0.2)
130 Leisure and Amenities	(2,308,542)	(2,220,973)	(87,569)	(3,499,300)	(3.9)
Totals	(3,706,453)	(3,588,073)	D (118,380)	(6,712,900)	(3.3)

RECOMMENDATION

It is recommended that the Committee notes this report.

Appendix 1

Ards Blair Mayne Wellbeing & Leisure Complex Financial Performance				
	Apr - Nov 19 YTD			Variance Last Month
	Actual	Budget	Variance	
Expenditure	£	£	£	£
Payroll	1,323,233	1,059,700	263,533	230,885
Non-Payroll	153,631	129,500	24,131	28,161
Total Expenditure	1,476,864	1,189,200	287,664	259,046
Income				
Fitness / Health Suite/ Spa	(760,852)	(607,000)	(153,852)	(120,306)
Swimming Pool / Aqua	(358,982)	(317,888)	(41,094)	(61,464)
Blacklight Adventure Zone	(41,528)	(198,800)	157,272	134,411
Holiday Schemes	(33,019)	(40,000)	6,981	6,981
Other	(167,980)	(174,900)	6,920	8,476
Total Income	(1,362,361)	(1,338,588)	(23,773)	(31,902)
Net Expenditure / (Income)	114,503	(149,388)	263,891	227,144

Comments

1. Total expenditure is **£287.7k (24.2%)** higher than budget.

a. Payroll **£263.5k** higher under budget. The breakdown of this variance is:-

	Actual	Budget	Variance
Base Salaries	903,177	901,700	1,477
Overtime	74,601	20,000	54,601
Casuals	165,568	110,600	54,968
Agency	179,801	27,400	152,401
Other	87	0	87
Total	1,323,233	1,059,700	263,533

Range of issues including:-

- (i) Cover for staff absences (8 in November) - estimated cost **£64.8k** year to date.
- (ii) Extended opening hours - estimated cost **£3.0k** year to date.
- (iii) Additional staff time required to deal with anti-social behaviour in outside spaces - up to 10 hours per week - estimated cost **£5.5k** year to date.
- (iv) Holiday scheme staffing ratios higher than expected (1:8 as opposed to 1:12) - estimated cost **£10.0k** year to date.
- (v) Difficulty in filling vacant posts with quality staff.
- (vi) Additional support for cleaning and housekeeping - approx 40 hours per week - estimated cost **£17.7k** year to date.

b. Non - payroll expenditure **£24.1k** higher than budget. Issues include:-

- (i) Equipment **£18.3k** over budget. Additional purchases for salt room and other areas.
- (ii) Staff training **£7.1k** over budget. More training required for group exercise classes due to increase in class size from 40 to 60. Training for Blacklight Adventure Zone higher than expected.
- (iii) Cleaning Materials & Services **£13.8k** over budget. Cleaning costs higher than expected as specialised materials needed to clean floor tiles. Size and number of areas to be cleaned underestimated.
- (iv) There are underspends in a range of expenditure codes which help reduce the impact of the 3 issues above (£15.1k).

2. Total Income is **£23.8k (1.8%)** better than budget.

- a. Fitness / Health Suite / Spa income **£153.9k** ahead of target.
- b. Swimming Pool / Aqua income **£41.1k** ahead of target.
- c. Blacklight Adventure Zone **£157.3k** below budget.

Plans are being put in place to try to boost Blacklight Adventure Zone income later in the year.

3. The Centre's performance is showing a net expenditure of **£114.5k** against a budgeted net income of **(£149.4k)** so, an overall adverse variance of **£263.9k**.

ITEM 4**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Community and Wellbeing
Date of Meeting	15 January 2020
Responsible Director	Director of Community and Wellbeing
Responsible Head of Service	Head of Leisure and Amenities
Date of Report	16 December 2019
File Reference	SD109
Legislation	Recreation and Youth services Order (1986)
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Ards and North Down Sports Forum Grants
Attachments	Appendix 1 Applications for noting and approval Appendix 2 Unsuccessful applications

Members will be aware that on the 26th August 2015 Council delegated authority to the Ards and North Down Sports Forum , in order to allow it to administer sports grants funding on behalf of the Council. £35,000 had been allocated within the 2019/2020 revenue budget for this purpose.

The Council further authorised the Forum under delegated powers to award grants of up to £250. Grants above £250 still require Council approval. In addition, the Council requested that regular updates are reported to members.

During December 2019, the Forum received a total of 15 grant applications; 8 of which were for Travel and Accommodation, 1 of which was for equipment, 1 of which was for coaching, 1 of which was for events and 4 of which were for Gold Cards. A summary of the applications are detailed in the attached Appendix1- Applications for noting and approval.

Unclassified

A total of 1 of the applications failed to meet the specified criteria. The reasons for the unsuccessful application is detailed on the attached Appendix 2, Unsuccessful applications.

For information, the annual budget and spend to date on grant categories is as follows:

December 2019	Annual Budget	Funding Awarded December 2019	Remaining Budget
Travel and Accommodation*	£14,500	£910.00	£2,458.25
Coaching*	£5,000	£270.00	£3,004.52
Equipment*	£9,000	£995.00	-£2,288.22
Events	£4,000	£0	-£2,222.04
Seeding	£500	£0	£250.00
Anniversary	£1,000	£0	£0
Discretionary	£1,000	£0	£450
Gold Cards Issued during the period December 2019 is 4.			

* The proposed remaining budget for Travel & Accommodation of **£2,458.25** is based on a proposed award of £910 and withdrawn costs of £150 as listed in Appendix 1(A). The proposed remaining budget for Equipment of **-£2,288.22** is based on a proposed award of £995 as outlined in Appendix 1(B). The proposed remaining budget for Coaching of **£3,004.52** is based on a proposed award of £270 as outlined in Appendix 1(C).

RECOMMENDATION

It is recommended that Council approves the attached applications for financial assistance for sporting purposes valued at above £250, and that the applications approved by the Forum (valued at below £250) are noted.

Appendix 1 – Applications for noting and approval

(A) Travel/Accommodation (for noting)

Name	Type of Grant	Representing	Sport	Competition	Location	Date(s) of Competition	Amount requested	Amount Recomm-ended	Notes
1. Debbie Matchett	Travel/Accommodation	N. Ireland	Cross Country	Master Cross Country International	Southport England	16 th November 2019	£194.48	£100	Maximum award for Travel to Great Britain
2. Norman Mawhinney	Travel/Accommodation	N. Ireland	Cross Country	Master Cross Country International	Southport England	16 th November 2019	£200	£100	Maximum award for Travel to Great Britain
3. Ellie McKibbin	Travel/Accommodation	Ireland	Swimming	Irish Nationals	Dublin	12-15 th December 2019	£342.80	£50	Maximum award for Travel to Ireland
4. Finn McMullan	Travel/Accommodation	Ireland	Fencing	Senior World Cup	Spain	15 th February 2020	£236.18	£120	Maximum award for Travel to Mainland Europe
5. Lucas McCullough	Travel/Accommodation	N. Ireland	Taekwondo	Berghem Championships	Holland	24 th November 2019	£460	£120	Maximum award for Travel to Mainland Europe
6. Caroline Adams	Travel/Accommodation	Ireland	Hockey (Indoor)	International game vs South Africa	South Africa	2 nd -11 th December 2019	£570	£150	Maximum award for Travel outside Europe
7. Amy Benson	Travel/Accommodation	Ireland	Hockey (Indoor)	International game vs South Africa	South Africa	2 nd -11 th December 2019	£570	£150	Maximum award for Travel outside Europe.
8. Michael Robson	Travel/Accommodation	Ireland	Hockey (Indoor)	European Championships	Spain	17 th -19 th January 2020	£788	£120	Maximum award for Travel to Mainland Europe

Total:

£910

Appendix 1 – Applications for noting and approval

(A) Withdrawn Travel/Accommodation costs (for noting)

Name	Type of Grant	Representing	Sport	Competition	Location	Date(s) of Competition	Amount Recommended	Amount Withdrawn	Notes
Hannah Morrow	Travel/Accommodation	Ireland	Equestrian	Millstreet International	Cork	22 nd -25 th August 2019	£50	£50	Receipts not returned by date requested
Hollie Boal	Travel/Accommodation	Ireland	Equestrian	Millstreet International	Cork	22 nd -25 th August 2019	£50	£50	Receipts not returned by date requested.
Lauren McGlennon	Travel/Accommodation	Ireland	Equestrian	Millstreet International	Cork	22 nd -25 th August 2019	£50	£50	Receipts not returned by date requested.

Total:

£150

Appendix 1 – Applications for noting and approval

(B) Equipment Grants (for approving)

Club	Type of Grant	Description of Project	Funding Description	Amount Requested	Proposed amount	Notes
9.Portavogie Coastal Rowing Club	Equipment Grant	Equipment necessary for the manual launching of a boat, life jackets to replace old ones as they are a compulsory piece of life saving safety equipment Floating waterproof handheld VHF Marine radios- one for shore and one for onboard boat- these are necessary and compulsory for the safety of the crew.	£425 Manual Launching £ 50 Delivery TBC £350 5 x life jackets £170 2 x marine radios £995.00	£995	£995	Reflects amount requested.

Total:

£995

Appendix 1 – Applications for noting and approval

(C) Coaching Grants (for approving)

Club	Type of Grant	Description	Amount Requested	Proposed amount	Notes
10. Belfast Kayak Club	Coaching Qualifications	6 members attending the Foundation Safety & Rescue course on 18 th January 2019.	£360	£270	Maximum award is 75% of costs.

Total:

£270

Appendix 1 – Applications for noting and approval

(D) Event Grants (for noting)

Club	Type of Grant	Description of project	Number of Participants	Funding Description	Date of Event(s)	Amount requested	Proposed amount	Notes
11. Ards Amateur Swimming Club	Event Grants	Ards Swimming Club are hosting a Christmas Gala in ABMWLC on 7 th December 2019.	300+	Pool Hire: £750 Medals: £450 Officials: £150 Printing: £100	7 th December 2019	£1,450	£0	Unsuccessful – see appendix 2.
Total:							£0	

Appendix 1 – Applications for noting and approval

Gold Card Grants (for noting)

(No cost to Council or Northern Community Leisure Trust to provide access to facilities)

Name	Type of Grant	Training Venue	Representing	Competition	Date(s) of Competition	Recommended
12. Lesley Mills	Gold Card	ABMWLC and Aurora	Ireland (Bowls)	British Isles International Series	6 th March 2020	Yes
13. Finn McMullan	Gold Card	Comber/ ABMWLC/ Queens	Ireland (Fencing)	World Championships	4 th April 2020	Yes
14. Ellie McKibbin	Gold Card	ABMWLC/ Aurora	Ireland (Swimming)	European Juniors	1 st July 2020	Yes
15. Joel Chambers	Gold Card	Comber/ ABMWLC/ Aurora	Ireland (Athletics)	Celtic Games	11 th January 2020	Yes

Unsuccessful Sports Forum Applications December 2019

During December 2019, 1 application submitted failed to meet the specified criteria.

1. Ards Amateur Swimming Club – applied for an Event Grant to assist with funding for their Christmas Gala. For Event Grants our criteria states that Clubs must provide a Risk Assessment along with the application. Our guidelines also state that all applications must be completed in full and submitted with all necessary supporting information. Incomplete and/or late applications will not be considered. Retrospective applications will also not be considered. This application was received on 6th December 2019 and the competition took place on 7th December 2019. When the application was submitted it did not include an event specific risk assessment. The event has now passed, and therefore, this cannot now be accepted retrospectively. Therefore, based on the criteria set out in our guidelines, the forum did not recommend funding for this application.

ITEM 5**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Community and Wellbeing
Date of Meeting	15 January 2020
Responsible Director	Director of Community and Wellbeing
Responsible Head of Service	Head of Leisure and Amenities
Date of Report	02 January 2020
File Reference	SD117
Legislation	Recreation and Youth services Order (1986)
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Sports Development Capital Grant - Strangford Lough Yacht Club
Attachments	None

Members will recall approving the Capital Awards under Tranche one and two of the Sports Development Capital Grants Scheme earlier in the 2019/20 financial year following recommendations from the Assessment Panel. The total amount awarded was £48,165.36 of an available budget of £50,000.

Strangford Lough Yacht Club applied for a Capital Grant in Tranche 2 of the 2019/20 Sports Development Capital Grant Scheme. The Club were successful and therefore received a formal Letter of Offer to the amount of £2,081.00 for the purchase of a Feva Training Dinghy.

The Club is a Community Amateur Sports Club (CASC) and are registered for VAT under a scheme called partial exemption. At the time of application, the Club confirmed that they would be claiming VAT back and therefore the VAT element of the project was deemed ineligible for funding. However, it has recently become apparent that this was an administrative error and the Club are unable to claim VAT back.

Unclassified

The Club have therefore submitted a request to Council to reconsider including the VAT as an eligible project cost and to revise the total grant to £2,494.83 (increase in award of £413.83).

Project Breakdown	Net Costs	VAT Costs	Total Project Costs	Revised amount requested (50%) of grant
Feva Training Dinghy	£4,162.90	£826.75	£4989.65	£2494.83

The Assessment Panel have reviewed the request submitted and based on this being an administrative error at application stage, an eligible project cost and funding being available within the Sports Development Capital budget; the Panel approved an increase of award to Strangford Lough Yacht Club by £413.83 to a revised award of £2,494.83.

RECOMMENDATION

It is recommended that Council note the above and approve the recommendation of the Assessment Panel to grant an increase of award of £413.83 to Strangford Lough Yacht Club (Revised award of £2,494.83).

ITEM 6**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Community and Wellbeing
Date of Meeting	15 January 2020
Responsible Director	Director of Community and Wellbeing
Responsible Head of Service	Head of Environmental Health Protection and Development.
Date of Report	02 January 2020
File Reference	CW7
Legislation	Air Quality Regulations (Northern Ireland) 2003
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Air Quality
Attachments	None

At the July 2019 Council meeting, the following motion was agreed.

“That this Council acknowledges that air pollution has harmful effects on human health. It notes that poor air quality affects those who have heart, circulatory and respiratory conditions and can cause new health problems. It recognises that serious action needs to be taken to tackle air pollution. This Council therefore commits to increasing its monitoring across Ards and North Down in order to build a more accurate picture of air quality and brings back a report on what measures Council can take in order to reduce the level of pollutants in our air, including through an air quality action plan and possible adoption of WHO standards and that it also writes to all other Councils in Northern Ireland urging them to do the same.

This motion is closely related to the Councils declaration of a climate emergency that it made in January 2019:

“That this Council notes the recent IPCC report on the impacts of climate breakdown; agrees that drastic and far-reaching measures must be taken across society to try and mitigate the risks and declares a ‘Climate Emergency’. It establishes a working group to assess the impact of the activities of Ards and North Down Borough Council

on greenhouse gas emissions, exploring what mitigation measures can be put in place as a matter of urgency. This would include bringing the issues of climate breakdown to the fore in the local community and businesses, as well as formulating a climate adaptation plan.

This report sets out the background to air quality issues in the Borough and recommendations on various actions which Council could consider in relation to them.

Background

Air pollution is the largest contributor to the burden of disease from the environment. The World Health Organisation (WHO) estimated that air pollution in 2012 was responsible for seven million premature deaths worldwide, with almost 600,000 occurring in the WHO European Region. This is equivalent to one in eight of the total number of deaths worldwide. This finding more than doubles previous estimates reflecting the improved scientific understanding of the damage that air pollution causes.

Premature deaths translate into substantial years of life lost (YLL, a life year is one year lost for one person). In addition, air pollution is responsible for a range of illnesses which contributes to the overall burden of disease. This affects quality of life and imposes costs on the economy, for example, through increased health care demands and decreased work attendance.

The air quality objectives applicable to Local Air Quality Management (LAQM) in Northern Ireland are set out in the Air Quality Regulations (Northern Ireland) 2003 and are shown in the table Below. These objectives are in line with the UK Air Quality Strategy (2000). This table shows the objectives in units of micrograms per cubic metre $\mu\text{g}/\text{m}^3$ (milligrams per cubic metre, mg/m^3 for carbon monoxide) with the number of exceedances in each year that are permitted (where applicable).

Table 1 – Air Quality Objectives included in Regulations for the purpose of LAQM in Northern Ireland

Pollutant	Air Quality Objective		Date to be achieved by
	Concentration	Measured as	
Benzene	16.25 $\mu\text{g}/\text{m}^3$	Running annual mean	31.12.2003
	3.25 $\mu\text{g}/\text{m}^3$	Running annual mean	31.12.2010
1,3-butadiene	2.25 $\mu\text{g}/\text{m}^3$	Running annual mean	31.12.2003
Carbon monoxide	10 mg/m^3	Running 8-hour mean	31.12.2003
Lead	0.50 $\mu\text{g}/\text{m}^3$	Annual mean	31.12.2004
	0.25 $\mu\text{g}/\text{m}^3$	Annual mean	31.12.2008
Nitrogen dioxide	200 $\mu\text{g}/\text{m}^3$ not to be exceeded more than 18 times a year	1-hour mean	31.12.2005
	40 $\mu\text{g}/\text{m}^3$	Annual mean	31.12.2005

Pollutant	Air Quality Objective		Date to be achieved by
	Concentration	Measured as	
Particulate matter (PM ₁₀) (gravimetric)	50 µg/m ³ , not to be exceeded more than 35 times a year	24-hour mean	31.12.2004
	40 µg/m ³	Annual mean	31.12.2004
Sulphur dioxide (SO ₂)	350 µg/m ³ , not to be exceeded more than 24 times a year	1-hour mean	31.12.2004
	125 µg/m ³ , not to be exceeded more than 3 times a year	24-hour mean	31.12.2004
	266 µg/m ³ , not to be exceeded more than 35 times a year	15-minute mean	31.12.2005

By virtue of screening emissions from various sources (road/domestic/commercial) and previous modelling and monitoring carried out in the early 2000s, the Council concentrates its current efforts on monitoring Nitrogen Dioxide (NO₂) and particulate matter (PM¹⁰). Current monitoring concentrates on roadside emissions though there is still an issue with emissions of particulates from domestic solid fuel burning that is no longer monitored. This is because the levels when measured were below the PM¹⁰ and SO₂ objectives set in the UK strategy. PM^{2.5} particulates however may be an emerging problem and are referred to later.

The Council currently has one automatic monitoring station located at the A2 Marine Parade Holywood which measures Nitrogen Dioxide (NO₂) and particulate matter (PM¹⁰) in real time. This data is uploaded on an hourly basis to the <https://www.airqualityni.co.uk/current-levels> website run and operated by DAERA. In addition, the Council's annual reports on air quality as required by the legislation mentioned above can be found at this site <https://www.airqualityni.co.uk/laqm/district-council-reports>

Council also has 15 NO₂ passive diffusion tube sites which are collected and analysed each month at roadside and background sites. Five are positioned along the A2 main arterial route into Belfast on facades of the closest dwellings to the roadside and the remainder of the tubes are at relevant exposure at various hotspots where there is traffic congestion at rush hour in Newtownards, Comber and Holywood. A co-location study is carried out at the automatic site in Holywood, the results of which are submitted into the national database to increase the accuracy of data from passive tubes. The diffusion tube studies for the past five years do not show any trends, and all are showing results falling within the objective. The two diffusion tubes on the A2 Flats Holywood are close to the objective although the Automatic site within 200M of these is showing a much lower result This is due to the proximity to the road and traffic lights at the flats.

DAERA also provides around £20,000 of funding per year to help Councils monitor air quality, maintain the automatic monitoring site and have the passive diffusion tubes lab tested on a monthly basis for results.

The cost of staff allocation costs for this function is shared by Lisburn and Castlereagh City Council meaning that the total annual investment for the current level of air quality monitoring within the Borough is £30,000.

Increasing Monitoring- What could this achieve

The current Air Quality objectives measure particulate matter by weight and there is no objective for particulates smaller than 2.5 microns (PM^{2.5}) within the government's current air quality objectives, although one does exist within WHO standards. Because PM^{2.5} is much lighter than PM₁₀ it has been proposed that a better measure would be particulate numbers. Unfortunately, this type of measurement is currently difficult and expensive.

The government's latest Clean Air Strategy 2019 was published last January. <https://www.gov.uk/government/publications/clean-air-strategy-2019/clean-air-strategy-2019-executive-summary>. It states: - "By implementing the policies in this strategy, we will reduce PM^{2.5} concentrations across the UK, so that the number of people living in locations above the WHO guideline level of 10 µg/m³ is reduced by 50% by 2025."

In Northern Ireland the fraction of PM^{2.5} within the PM₁₀ measured is quite high due to the high proportion of solid fuel burnt for home heating in Northern Ireland compared to the rest of the UK. The report "Residential Solid Fuel and Air Pollution Study, North South Ministerial Council (NSMC)", below was published in March 2016.

<https://www.daera-ni.gov.uk/sites/default/files/publications/daera/residential-fuel-air-pollution-study.PDF>

Its findings would suggest that PM^{2.5} Levels in some parts of the Borough are likely to exceed the WHO guideline levels particularly at the roadside on the A2 (due mainly to emissions from Diesel vehicles) and in the most densely populated areas of Bangor, Newtownards and Comber where solid fuel is commonly burnt.

Up until 2006 (Ards) and 2010 (North Down) the legacy Councils had monitoring stations at Hartford Link Newtownards and at the Junction of Church Street and Clandeboye Road, Bangor respectively to measure PM₁₀ particulate and Sulphur Dioxide from domestic solid fuel burning. The figures measured at that time read in conjunction with the report would indicate that it is likely that the WHO guideline levels were exceeded at these locations at that time. The monitoring at these locations was stopped because the objectives applicable to Local Air Quality Management (LAQM) in Northern Ireland as outlined in the table above were not exceeded at that time and the then DOE(NI) withdrew funding to continue with the monitoring.

Indicative, capital costs for installing two automatic PM^{2.5} monitors at relevant locations in the Borough would be in the order of £200K plus additional revenue costs for the maintenance of the equipment and independent Quality Assurance for

the data produced so that it could contribute to the national network. Another alternative would be to obtain consultancy services to model the Borough to access where the worst issues are likely to arise. Neither of these contingencies have been budgeted for and would be the subject of further reports with detail on indicative costings.

In order to produce a model, it is likely that an emissions inventory for the Borough would be required. At the very least a domestic fuel use survey would be required. The last time the Ards and North Down areas were subject to a domestic fuel use survey was 2004. These surveys were carried out by consultants funded by the then DOE(NI), now DAERA.

Air Quality Action Plan for Ards and North Down

The agreed motion requires the development of an Air Quality action plan for the Council. This would need to be integrated with the Councils proposed “Road Map to Sustainability”. This might include being Carbon Neutral by a certain date, similar to what has been indicated by Nottingham and Bristol Councils. To make this a possibility further actions would need to be explored, some of which are suggested below.

Internal Action

Current Initiatives	Possible Future Initiatives or Actions
Internal House “Environmental Management System”	Drive towards a “Carbon Neutral” estate
Procurement Tendering Vehicles goods and Services	Policy for greater emphasis on procurement contracts regarding green credentials
Renewable energy supplies to council.	Investigation of potential to generate renewable energy via the existing estate
Renewable energy generation for Council	Investigation of potential to generate renewable energy via the existing estate beyond the current wind turbine and PV (Solar) panels
Capital works and buildings	Drive in new capital works for zero/low carbon construction and zero emissions building operation.
Building efficiency and energy use.	Ongoing review of the existing Estate to incorporate retrofit systems to reduce the carbon footprint of the estate. Moving from oil to heat buildings to gas or using heat pumps powered by electricity from renewable sources.
Lower Impact vehicle Fuels	Explore new technologies in relation to the Council HGV (Diesel) fleet to reduce emissions. Produce a plan to phase out the use of Diesel LGV’s in the Council fleet in favour of Hybrids/Plug ins and zero emissions vehicles. Work toward the LGV Council being Fleet zero emissions by 2030
Closing underutilised facilities.	Close under used Council facilities maximise use of buildings from other parts of the public estate. i.e. schools.

Unclassified

Incentivise the use of low emission/zero emission vehicles for officers and Councillors.	Current mileage allowances are paid on <999cc 1000cc-1200cc and above 1200cc. Looks at ways of phasing payments with Petrol and Diesel vehicles attracting the lowest benefit Hybrids and plugins the middle benefit and Zero emissions vehicles the highest benefit. Work toward the Gray fleet being zero emissions by 2030.
Electric Vehicle (EV) Provision	Charging points for EV's at Council buildings. Explore the use of government OLEV grants to mitigate costs.

External Action

Planning Regime	Prioritise zero emissions and green development through the LDP. Ensure that developments over a certain size are accompanied by an air quality impact assessment.
Council monitoring Need for More. PM ^{2.5}	Look at the best options for monitoring/Modelling PM ^{2.5} emissions at relevant locations in the Borough.
Emissions Inventory current position - and future planning tool.	Devise an emissions inventory (traffic, domestic and commercial sources of emissions) for the Borough as a tool for future planning and development.
Fuel Use Survey.	Conduct a fuel use survey to assess fuel usages with a view to reducing solid fuel use.
Private rented housing/HMO's Incentives to insulate property.	The affordable warmth scheme has not been embraced by landlords. Write to DfC and request that further avenues are explored incentivise energy efficient private rented property.
Council land for park and ride.	Support a park and ride strategy for the Borough.
Lobby for better public transport.	Lobby transport NI for a better/greener public transport network for the borough
EV Tax Regime	The government reduced the tax incentive for buying EV's
EV charging points in Council Carparks.	Explore the use of OLEV grants/charging to mitigate costs.
Council Right to set up Smoke Control areas still possible. Only ones in borough in Holywood set up by Castlereagh RDC in early 70's	Councils in Northern Ireland have been able to make smoke control orders since the late 1960's to prevent the use and sale of non "approved" fuels and appliances. This was embraced by Belfast and Castlereagh Councils. ANDBC has 6 Smoke Control Orders in place I the Holywood Area that were commenced by Castlereagh Rural District Council between 1970 and 1973. The Clean Air Order (Northern Ireland)1981 is still in

	place. The Council should examine the feasibility of introducing smoke control to the borough's urban areas.
Affordable warmth. Project.	Encourage the DfC to extend the affordable warmth project to include external insulation on older solid construction homes to reduce emissions. Look at ways to extend the scheme to giving home energy efficiency advice to homeowners and landlords.
Bonfires	Continue to encourage beacons as a replacement for traditional bonfires to reduce the health impacts of inadvertent combustion of plastic products and tanalised wood.
Fireworks	Fireworks contaminate the atmosphere with particulate and metals. Review their use with a view to reducing or eliminating them for an alternative show i.e. a light show.

RECOMMENDATION

It is recommended that Council notes the above and that

1. Officers continue to explore the workstreams identified above and bring back further reports on actions that can be taken to improve Air Quality in the area along with detailed resource implications for projects including a fuel use survey and PM^{2.5} modelling and monitoring.
2. Once a work plan has been established, Council writes to other Northern Ireland Local Authorities asking them to follow our lead.
3. Council writes to DAERA and asks for adequate resources to be made available to allow Councils to monitor PM^{2.5} levels.

ITEM 7**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Community and Wellbeing
Date of Meeting	15 January 2020
Responsible Director	Director of Community and Wellbeing
Responsible Head of Service	Head of Environmental Health Protection and Development.
Date of Report	19 December 2019
File Reference	Tenancy62867 AND PT1579, 1211 & 1360
Legislation	Private Tenancies Order (Northern Ireland) 2006
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Housing Enforcement Activity
Attachments	None

The Council through its Environmental Health Protection and Development Service (Public Health & Housing) has successfully taken the first prosecution cases against landlords who failed to apply for a Certificate of Fitness as required by Article 33 of the Private Tenancies Order.

The legislation requires that the landlord of any private rented property that was built before 1945 and where the tenancy commenced after 1st April 2007, must apply for the property to be inspected by the Council to ensure it is fit for human habitation.

The fitness standard applies to all privately rented property in Northern Ireland and sets out the minimum requirement properties must meet to be considered fit for habitation. Officers routinely enforce the legislation either by inspection following a tenant's complaint or when an application has been made by the landlord, in order to ensure adequate housing conditions for private tenants throughout the borough.

The housing officers within the service spend considerable time proactively searching for properties where the landlord has failed to apply for a Certificate of Fitness, by consulting with the Northern Ireland Housing Executive housing benefit team and checking online for properties advertised 'for let'. Once properties that require an

application have been identified, we write to the landlord advising them of their legal duties and requesting they submit an application; this is followed with advisory and warning letters. However, in a small number of cases applications are not received and as a result five prosecution cases were brought before Newtownards Magistrates Court in 2019.

During the court process all of the landlords bar one pleaded guilty and have subsequently applied for a Certificate of Fitness; as such the inspections have been completed.

One landlord pleaded not guilty on the grounds that they believed the property was built after January 1945. Officers researched historical maps and photos as well as contacting land registry and building control. Article 30 of the Private Tenancies Order put the onus on the landlord to prove the year of construction, but we were confident that we had evidence to prove the date of construction occurred during the 19th Century. At the court hearing, the District Judge was satisfied that the Council had proved the property required the application. This landlord was fined £250 and the council were awarded legal costs of £390.

One other landlord was prosecuted for having two properties where applications had not been made and was fined £200 and the Council was awarded legal costs of £250. The landlord applied for both properties after receiving the summons and went on to apply for a further five properties. Another of the landlords applied on receipt of the summons and had a further property which was also applied for. The landlord received a fine of £100 and legal costs of £250 were awarded to the Council. The final landlord was given a 12-month conditional discharge and the Council was awarded £250 legal costs.

The prosecution cases were successful but moreover the number of enquiries and applications made following media coverage from the prosecutions has had a positive impact on the citizens of the borough who privately rent, particularly as tenants have been made aware that the Council can help ensure that their living conditions meet legal standards. Additionally, it has made the process undertaken by the housing officers to identify properties more straightforward meaning investigations are resolved quicker, as well as setting a legal precedent for local authorities in Northern Ireland. Landlords are also coming forward since these cases have been taken on a more proactive basis.

RECOMMENDATION

It is recommended that Council notes the report.

ITEM 8**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Community and Wellbeing
Date of Meeting	15 January 2020
Responsible Director	Director of Community and Wellbeing
Responsible Head of Service	Head of Community and Culture
Date of Report	19 December 2019
File Reference	CW22
Legislation	Local Government Act 2014
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Q2 Community and Culture Performance
Attachments	None

Context

Members will be aware that Council is required, under the Local Government Act 2014, to have in place arrangements to secure continuous improvement in the exercise of its functions. To fulfil this requirement Council approved the Performance Management Policy and Handbook. The Performance Management Handbook outlines the approach to Performance Planning and Management process as:

- Community Plan – published every 10-15 years
- Corporate Plan – published every 4 years (2015-2019 plan in operation)
- Performance Improvement Plan (PIP) – published annually (2018/19 plan published 30 June 2018)
- Service Plan – developed annually (approved April 2018)

The Corporate Plan 2015-19 sets out 17 objectives for the plan period based on themes of People, Place, Prosperity and Performance. The Council's 16 Service

Plans outline how each respective Service will contribute to the achievement of the Corporate objectives including, but not limited to, any relevant actions identified in the PIP.

Reporting approach

The Service Plans will be reported to relevant Committees on a quarterly basis as undernoted:

Reference	Period	Reporting Month
Quarter 1 (Q1)	April – June	September
Q2	July – September	December
Q3	October – December	March
Q4	January - March	June

The report for the second Quarter of 2019/20 is attached.

Key points to note:

- The grant application process for Community Development will be completed by Q4 in advance of calls for applications in 2020/21
- 2 Further Arts Programme will be delivered by the end of Q4
- The GR Cross community schools programme and survey will be carried out in Q4

Key achievements:

- The PEACE IV Programmes, Capacity Building and Youth Leadership and the Soft Skills Development Programme continue to exceed their targets
- Confidence in Policing is 95% at the end of Q2
- Staff attendance is higher than target
- % spend against target is less than 5% off track

Emerging issues:

- It is likely that the 4 Shared Spaces projects will not be fully completed by the end of Q2 in 2020. This is largely due to delays in respect of the Portaferry scheme, around access to land and restrictions due to badger setts.

Action to be taken:

- Community Development failed to reach their target of 5 Community Led Summer Schemes, as one group pulled out. It is hoped that the scheme will be run by the community in 2020, with additional support from the Community Development team.

Unclassified
















RECOMMENDATION

It is recommended that the Council notes this report.





Quarterly Performance Report - Community and Culture

Generated on: 19 December 2019

Last Update Q2 2019/20

Performance Data Traffic Light Icon	PI Short Name	Performance Data Current Value	Performance Data Current Target
	No of people volunteering within the service	14	10
	Review of Grant applications	No	No
	Increase the number of direct engagements with key influencers (cumulative)	106	50
	3 GR Art Programmes Delivered (cumulative)	1	1
	Implement GR Cross Community Schools Programme	No	No
	Attitudinal survey of schools programme	0%	0%
	New schools involved in the cross-community schools programme	0	0
	Improved Confidence in Policing	94%	73%
	No of participants engaged in the capacity building and youth leadership prog. (cumulative)	70	48
	No of participants engaged in the soft skills development prog. (cumulative)	491	195
	Construction of 4 shared spaces	0	0
	No of Council Summer Schemes delivered	5	5
	No of Community Led Summer Schemes delivered	4	5
	No of Community Training Sessions held (cumulative)	7	10
	No of Community Representatives Trained (cumulative)	68	120

Unclassified

Performance Data Traffic Light Icon	PI Short Name	Performance Data Current Value	Performance Data Current Target
	% spend against budget	95.76%	100%
	% staff attendance	96.36%	95%
	Reporting regular/monthly team briefs	100%	95%
	% staff reporting regular Pride in Performance Conversations	100%	95%

ITEM 9**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Community and Wellbeing
Date of Meeting	15 January 2020
Responsible Director	Director of Community and Wellbeing
Responsible Head of Service	Head of Community and Culture
Date of Report	09 December 2019
File Reference	CDV26
Legislation	Recreation and Youth Services (NI) Order 1986
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	VE Day Celebrations
Attachments	None

Members will be aware that there are plans to administer a grant for VE Day Celebrations May 2020.

Only constituted groups will be eligible to apply to hold celebratory community parties in their local areas. The fund will be publicly advertised and awarded on a first come first served basis, until the fund is depleted.

It is recommended that the total amount which can be applied for under the scheme is £350 per eligible group and a total budget of £12,500 is ring fenced for the VE Day Celebrations.

In addition to the standard community grants conditions, applications must demonstrate the following:

- the celebration must be held within the borough
- the event must be held between 7-11 May 2020
- the event must be held to celebrate the VE Day Celebrations

- the event must be open and inclusive to the wider community and must benefit the community
- the event must demonstrate value for money

It is proposed that the Director of Community and Wellbeing is given delegated powers to approve the successful awards as applications are likely to be received over a period of time. This will speed up the allocation of awards to successful applicants. Details of successful awards will be brought to Committee for noting. This approach was adopted for previous similar grants schemes such as the Queen's birthday and jubilee celebrations. The funds will be allocated on a 'first come first served' basis until exhausted.

RECOMMENDATION

It is recommended that Council delegates authority to the Director of Community and Wellbeing to approve successful applications on the basis of this report.

ITEM 10**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Community and Wellbeing
Date of Meeting	15 January 2020
Responsible Director	Director of Community and Wellbeing
Responsible Head of Service	Head of Community and Culture
Date of Report	17 December 2019
File Reference	ART 06/20-22
Legislation	N/A
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below: n/a
Subject	Multi-Annual Arts Grants 2020-2022
Attachments	None

For the two-year period 2020-22 Ards and North Down Borough Council offered Multi-Annual Arts Grants to Arts Organisations in the Borough.

The funding stream gives arts organisations working within the Borough and/or benefitting the residents of the Borough the opportunity to apply for funding up to £5,000 for Core funding costs or £4,000 for programming funding. Organisations can only apply for one funding stream within the multi-annual programme. This two-year grant gives established organisations the security to plan-ahead and deliver high quality arts activity, key to the vibrancy of our Borough.

The deadline for applications was Thursday 12 December 2019 at 12noon. Members of the Arts and Heritage Advisory Panel met on Tuesday 17 December to assess the six applications received; three applications for the Core Funding stream and three applications for the Programming funding stream. The panel comprised of the following Arts and Heritage Panel Members:

- Dympna Curran
- Robin Masefield
- Michael Geddis
- Sharon Regan

Unclassified

The meeting was facilitated by Arts Officer, Patricia Hamilton and Arts Assistant, Lauren Dawson and the applicants were scored out of a total of 100 on the following:

- 35/100 Quality of artistic activity
- 35/100 Public benefit
- 30/100 Organisational Governance

The panel assessed against a total budget of £27,000. An additional £1,000 has become available within the overall Arts Grants budget. It is recommended that the two top scoring Core applicants receive a further £500 in accordance with a demonstration of need for more financial support for key arts organisations. These organisations are delivering year-round programmes that compliment that offered by Council in the Borough.

Name	Funding stream	Requested	Grant to be used for:	Score	Recommended award
Seacourt Print Workshop	Core	£5,000	Grant to support core costs to provide a full programme of arts activity at the print art studios and busy outreach programme.	89	£5,500
Portico	Core	£5,000	Grant to support the running costs at this arts and heritage centre in Portaferry.	92	£5,500
Boom! Studios	Core	£5,000	Grant to support the costs for the art studios and outreach programme in Bangor.	71	£5,000
Hollywood Music Festival	Programming	£4,000	Grant to support the programming of this Festival young people performing in November over eight - ten days.	71	£4,000
Bangor Drama Festival	Programming	£4,000	Grant to support the programming costs for two annual festivals per year – the One-Act festival in November and the Full-Length festival in March.	74	£4,000
Bangor International Choral Festival	Programming	£4,000	Grant to support programming this four-day Festival in early April annually. Categories include schools, male voice and female choirs, barbershop and open.	75	£4,000
TOTAL		£27,000			£28,000

RECOMMENDATION

It is recommended that Council approves the recommendations of the scoring panel as detailed in this report to award the Multi-Annual Grants for 2020-2022.

ITEM 11**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Community and Wellbeing
Date of Meeting	15 January 2020
Responsible Director	Director of Community and Wellbeing
Responsible Head of Service	Head of Leisure and Amenities
Date of Report	19 December 2019
File Reference	LS/LA10
Legislation	Recreation and Youth services Order (1986)
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Physical Activity Referral Scheme
Attachments	Appendix 1 Letter 4th December 2019 to Andrew Dougal PHA Appendix 2 Letter 18th December 2019 from PHA to Council

In November, Council agreed to write to the Public Health Agency to express its concern over the application of criteria for its Physical Activity Referral Scheme (PARS). The letter issued is attached. This scheme replaced the previous Heathwise scheme which allowed for example those with mental health problems to be referred to the Council for a physical activity programme that assisted in managing their condition.

A letter has now been received from the Public Health Agency in response and is attached for members information.

RECOMMENDATION

It is recommended that the Council notes the report.

4th December 2019

Mr Andrew Dougal
Chair and Chief Executive
Public Health Agency
Unit 12-22 Linenhall Street
Belfast
BT2 8BS



Dear Mr Dougal

I write to advise that at its November meeting, Ards and North Down Borough Council resolved to write to the Agency concerning the Physical Activity Referral Scheme (PARS).

The Council expressed support for the scheme and its aims to improve levels of physical activity, particularly among those on low incomes for whom the cost of Gym membership may be prohibitive. However, Council has noted that criteria recently set by the Agency only allows referrals to be made for those with a Body Mass Index which is between 25 and 40 kg/m². It therefore considers that this criterion precludes access to the scheme for those with a mental health condition who are outside the BMI range.

Council is aware that the scheme previously permitted referrals to be made based on a client having a specific physical or mental health condition, subject to it being safe for the individual to undertake physical exercise, but that this was changed in 2019 to the BMI driven selection criteria.

Members are concerned about this change which appears contrary to published evidence such as:

1. The UK Chief Medical Officers' Physical Activity Guidelines which state that 'For good physical and mental health, adults should aim to be physically active every day.'
2. The charity Mind stated that mental health was improved through exercise as it can:
 - a. Improve sleep and mood
 - b. Help to manage stress, anxiety or intrusive thoughts.
3. A study of 1.2 million people published in The Lancet found that those who exercised had fewer 'bad days' a month than those who did not.

Members therefore have concluded that residents with mental health conditions, who could benefit from a referral to a gym for a period of structured physical activity that will help manage their condition, are now excluded from accessing the scheme, unless they are also overweight. Council deems this to be discriminatory and unfair.

/...

It is also concerned that the new criteria were not published and do not appear to have been adequately communicated to GPs who are still referring their patients with mental health conditions to the scheme in certain areas, despite the patient not being within the BMI range.

Council therefore asks that the PHA reverse this decision and revert back to the previous 2011 criteria which provided access to the scheme for those with mental health conditions, regardless of their BMI being within the now stated range.

I would welcome your response to this request in order that I may report back to the Elected Members of the Council in due course.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Stephen Reid', written in a cursive style.

STEPHEN REID
Chief Executive

**Mr Stephen Reid
Chief Executive
Ards and North Down Borough Council
Town Hall
The Castle
Bangor
BT20 4BT**

Tel: 028 9536 3406

18 December 2019

Dear Mr Reid

Physical Activity Referral Scheme (PARS)

I refer to your letter of the 4 December 2019 in respect of the above.

As you will be aware the Public Health Agency launched the new regional PARS on 1 July 2019. As part of the engagement process to develop the new regional scheme PHA reviewed the inclusion criteria of all the various schemes that had been operating across Northern Ireland to ensure consistency of approach, equity of access, quality assured service, value for money and clinically appropriate referral pathways.

The PHA review identified that some of the existing schemes had very tight criteria for referrals, while others such as "Healthwise" were much broader in order to ensure the PHA was getting a balanced approach draft criteria for the regional scheme were developed and discussed with all local providers, who are primarily local Councils and a small number of Healthy Living Centres.

As a result of these consultations the original BMI requirement was lowered from $\geq 30\text{kg/m}^2$ to $\geq 25\text{kg/m}^2$. The regional PARS is a project primarily funded and promoted through the "Fitter Futures for All" Obesity Prevention Framework and, as you can appreciate the programme has a finite budget for which the PHA is accountable in terms of value for money in public expenditure. Therefore it was agreed that all clients referred to the scheme must be overweight or obese (with a BMI of between 25kg/m^2 and $< 40\text{kg/m}^2$) and also have another co-morbidity one of which is mild/moderate mental health conditions.

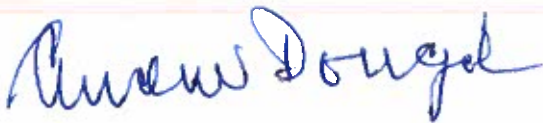
Any client irrespective of their condition who has a BMI < 25 kg/m² or ≥40kg/ m² is ineligible for the scheme.

The new criteria were clearly communicated to referrers, including GPs in letters sent in May, September and November 2019. In addition as referrals should now be made electronically an advice page outlining the inclusion criteria is clearly displayed for each electronic referral.

The PHA has reiterated in its correspondence to providers that all referrals should now be made electronically. We are in the process of phasing out paper based referrals which may still contain the old criteria. The PHA has asked that providers of PARS also link directly with their local referrers to re-emphasise the new criteria and ensure that all referrals are now made electronically.

PHA clearly recognises the many health benefits provided by regular physical activity and welcomes feedback from Ards and North Down Council in respect of the current criteria employed. The first year of the regional PARS is considered a transition year and we are committed to keeping the inclusion criteria under review as the regional scheme is embedded.

Yours sincerely

A handwritten signature in blue ink that reads "Andrew Dougal". The signature is written in a cursive style.

Andrew Dougal OBE
Chair

cc Brendan Bonner, PHA
Colette Brolly, PHA