

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Planning Committee held in the Council Chamber, Lisburn City Council offices, Island Civic Centre, The Island, Lisburn on Monday, 5 October 2015 at 6.00 pm

PRESENT:

Alderman M Henderson MBE (Chairman)

The Right Worshipful the Mayor, Councillor T Beckett

Aldermen: D Drysdale, G Rice MBE

Councillors: A Girvin, R Butler, P Catney U Mackin, L Poots, John Palmer and M Tolerton

OTHER MEMBERS

Councillor O Gawith

IN ATTENDANCE

Director of Development and Planning
Planning Manager
Principal Planning Officers (RH and LJ)
Senior Planning Officers (MCO, RT)
Committee Secretary
Attendance Clerk

Cleaver Fulton & Rankin
Kate McCusker (Legal Advisor)

Commencement of Meeting

The Chairman, Alderman M Henderson, welcomed everyone to the meeting of Lisburn & Castlereagh Planning Committee.

The Director of Development and Planning took those present through the Fire Evacuation Procedure.

1. Apologies

There were no apologies.

2. Declarations of Interest

The Chairman sought Declarations of Interest from Members and reminded them to complete the supporting forms which had been left at each desk. Declarations of Interest were received, as follows:

- Councillor L Poots in respect of Planning Application Nos. S/2013/0169//F and S/2015/0192/F. He had been involved in the 'call-in' and would be leaving the meeting during the discussion of both applications.
- Councillor U Mackin in respect of Planning Application S/2013/0169/F. He had been involved in several meetings regarding the application and there could be a perception that he had already formed an opinion. He would therefore be leaving the Chamber during the discussion.
- Councillor U Mackin in respect of Planning Application S/2015/0192/F. He had been involved in the call-in but had no other involvement.
- Councillor R Butler in respect of Planning Applications S/2013/0169/F and S/2015/0192/F. He had been involved in the requests to have the applications called-in but had no other involvement and had not expressed an opinion.

3. Minutes of Meeting of the Planning Committee held on 7 September 2015

It was proposed by Councillor U Mackin, seconded by Alderman G Rice and agreed that the Minutes of the Meeting of the Planning Committee held on 7 September 2015 be adopted as an accurate record of proceedings, subject to the following amendments:

Page 368 Item 2
Declarations of Interest

At the request of Councillor U Mackin, it was agreed that the last sentence be amended to read "He supported the call-in of the application but had no other involvement".

Page 384 Item 12
Planning Application S/2009/0839/F

At the request of Councillor U Mackin, it was agreed to include in the Minute "Councillor Mackin left the meeting prior to the discussion commencing and returned at the commencement of Item 4.1.2".

4. Report of the Director of Development and Planning

It was agreed that the report and recommendations of the Director be adopted, subject to any decisions recorded below:-

4.1 Schedule of Applications to be Determined

The Chairman advised that there were a number of speakers in attendance making representation on two of the applications which had been Called-In - Item 4.1.1 (3) and 4.1.1 (4). The Schedule of Applications would be taken out of order to enable these applications to be taken first.

Councillor L Poots and Councillor Mackin left the meeting at 6.10 p.m

Members were reminded that they needed to be present for the entire item. If absent for any part of the discussion they would not be able to vote on the application.

4.1.1 (3) S/2013/0169/F – Local Application (Called-In) – Proposed installation of a wind turbine on a tubular tower – with blade tip height up to 40m on lands 100 metres North East of No.24 Mullaghdrin Road East, Dromara, Dromore

The Senior Planning Officer (RT) advised that this was a local application which had been 'called-in' in accordance with the Protocol for the Operation of the Planning Committee.

The officer provided a detailed description of the site and its surroundings and advised that based on careful assessment of the development plan, relevant planning policies, objectors and all other material considerations, she was recommending that planning permission be granted, subject to a number of conditions.

The Chairman, Alderman M Henderson, called upon the Dr. Alan Lennon to speak on behalf of the objectors.

Dr Lennon outlined a number of points in relation to the planning application, including:

- 150 objectors
- the application fell outside DETI policy for on-shore wind turbines
- Reference was made to Policy RE1 and the requirement of the Planners to consider the cumulative effect of the turbine
- photographs provided by the Planners did not reveal the full visual impact of the turbine
- no economic benefit
- In Northern Ireland 50% more turbine capacity had been approved.
- Reference was made to DETI targets.

The Chairman advised Dr Lennon that his three minutes speaking time was up. Dr Lennon asked if he could raise 2 more points.

Alderman Drysdale asked Dr Lennon to outline the two points.

Dr Lennon referred to the Planning Department's statutory requirement to obtain sufficient information on protected species and to carry out a bat survey. He also referred to the requirement to carry out a survey with regard to the wider visual impact of the proposal.

At this point, the Chairman advised that as Dr Lennon had spoken for a total of 5½ minutes accordingly the same time would be given to the applicant/agent, should they wish to address the Committee. The Chairman thanked Dr Lennon and invited Members to ask any questions of clarification in relation to the application.

Several Members sought clarification on a number of issues, including:

- potential to relocate the turbine elsewhere within the site to reduce the visual impact;
- clarification that the objectors were local to the area;
- clarification as to why objectors felt that Planning Officers had not taken full account of the wider impact of the proposal;

Dr Lennon confirmed that the objectors were all local to the area. He advised that he had met with Planning Officers in September and that he had been advised that it was not the role of officers to carry out a wider economic survey.

The Chairman called upon the agent, Mr Monaghan, to speak on behalf of the applicant and advised him that, similar to the objector, he had 5½ minutes to address the Committee.

Mr Monaghan outlined a number of points pertaining to the application, including:

- given the number of objections, the application had been fully scrutinised by Planning Officers, and in his opinion, all the required planning policies had been satisfied;
- reference was made to an earlier application and to the level of site survey work that had been carried out prior to submitting the new application in order to ensure that issues raised had been fully addressed.
- the main issue for the objectors was the visual impact
- the application had been recommended for approval over two months ago

The Chairman thanked Mr Monaghan and invited Members to ask questions in relation to the application.

Several Members sought clarification on a number of issues, including:

- whether any attempts had been made to seek a meeting with the objectors to alleviate their fears
- shadow flicker
- scale of this application compared with the previous application

Mr Monaghan advised that the previous application was for a larger wind turbine and that this application had been withdrawn. In an effort to address the issues raised, the current application was for a smaller wind turbine and sited in a different location. Mr Monaghan confirmed that he had not met with the objectors as he was aware that they were meeting with the Planning Officers and that he would consider any issues raised by the Planning Officer in due course. Furthermore, as the application had been recommended for approval for a number of months he had no reason to seek a meeting.

The Chairman thanked Mr Monaghan and asked if Members had any issues they wished to raise with the Planning Officers.

The Senior Planning Officer addressed a number of queries from Members in respect of the following:

- Economic impact
- Access arrangements
- Judicial advice, in terms of Planning Policy RE1 – wider impact assessment

The Chairman referred to the Senior Planning Officer's recommendation to approve the application.

Following a vote, it was unanimously

AGREED: To support the recommendation to approve Planning Application S/2013/0169/F, subject to the following conditions and reasons stated:

- As required by Article 61 of the Planning Act (Northern Ireland) 2011, the development hereby permitted shall be begun before the expiration of 5 years from the date of this permission.

Reason: Time Limit

- The sound power level of the installed wind turbine shall not exceed 84.5 dB(a) (at a standardised height of 10metres) at all wind speeds up to 10m/s as detailed in the noise report received by Planning Service 27 January 2014.

Reason: to ensure the installed turbine does not have a sound power level in excess of that presented within the noise impact assessment

- Within 28 days of the wind turbine operator being notified of a reasonable complaint regarding noise from the installed wind turbine, a noise survey shall be undertaken, submitted to and agreed in writing with the Council. This survey shall be undertaken in accordance with ETSU-R-97 and measure and report the noise impact from the installed wind turbine at the noise sensitive property in question.

Reason: To control the noise levels from the development at noise sensitive locations

- If the results of the noise survey required by condition 2 exceeds 35dB (LA90,10min) (including the application of any tonal penalty when calculated in accordance with the procedures described in Pages 104 - 109 of ETSU-R-97) at any wind speed up to 10m/s, the operator may choose to demonstrate compliance with ETSU-R-97 via condition 4, or the turbine shall cease to operate until a programme of works to achieve 35dB (LA90,10min) at any wind speed up to 10m/s has been submitted to and approved in writing by the Council and implemented. A further noise survey shall be undertaken within one week of implementation of works and a report submitted to and agreed with the Council to demonstrate compliance.

Reason: To control the noise levels from the development at noise sensitive locations

- The permission shall be for a limited period, expiring 25 years from the date on which electricity from the turbine is first connected to the grid. Within 12 months of the cessation of electricity generation at the site, or upon the expiration of this permission, whichever is sooner, all structures and access tracks associated with the turbine shall be removed and all land affected by the development restored in accordance with a decommissioning scheme submitted to and approved by the Council prior to the commencement of any works, or in accordance with any variation to the scheme to which the Council subsequently agrees in writing.

Reason: In the interests of visual amenity

Councillor U Makin returned to the meeting at 6.50 p.m.

- 4.1.1 (4) S/2015/0192/F – Local Application (Called In) – Erection of 2 No. single storey infill dwellings _ Policy CTY8 adjacent to (North of) 3 Oak Hill, Ravernet Road, Lisburn

The Senior Planning Officer (MCO) advised that this was a local application which had been 'called-in' to the Planning Committee for determination, in accordance with Planning Protocol. She provided a detailed description of the site and its surroundings and referred Members to the relevant planning policy context, the main one being PPS 21. The Officer made reference to the planning history and an associated appeal outcome. The Officer advised that the access arrangements in respect of this application had been altered and the dwellings were now single storey in height. The design had been simplified and the majority of the trees and vegetation were being retained. The Officer added that, based on careful consideration of the relevant material considerations, it was being recommended that the application be approved, subject to a number of conditions.

The Chairman called upon Mr Iain Gillespie to speak in opposition to the application.

Mr Gillespie raised a number of issues, including:

- unacceptable change to rural area
- the proposal did not fit into the landscape
- the dwellings were 6 metres from floor to ridge level which was higher than single storey
- adverse impact on wildlife

The Chairman thanked Mr Gillespie and invited Members to ask questions in relation to the application.

Several Members raised a number of issues, including:

- evidence to support the loss of mature trees
- whether the 21 objectors lived in the local area

Mr Gillespie outlined that the site consisted of hedgerows, bank and mature trees which would have to be removed completely to facilitate the development. He outlined that on the Planning Portal there was a report from NIEA which indicated that this site was likely to support birds, bats, etc. He further advised that all the objectors lived locally to the site.

The Chairman thanked Mr Gillespie and invited Mr McAdam to speak in support of the application.

Mr McAdam raised a number of issues, including:

- it was a gap site which complied with all relevant policy
- all relevant consultees had no objections
- proposal had been reduced to two single storey dwellings ensuring that the development integrated into its surroundings and the design was appropriate to the rural location
- no planning reasons to refuse the application

The Chairman invited Members to ask questions in relation to the application. Members sought clarification on a number of issues, including:

- overall height of the dwellings and how much had they been reduced by
- whether it was necessary to remove hedges, mature trees and other vegetation
- whether the applicant had control of all sightlines

Mr McAdam confirmed that the previous application for two 2 storey dwellings had a ridge height of 8½ metres. The proposed single storey dwellings had a ridge height of 5½ to 6 metres. He added that one mature and two younger trees were being removed, together with a small amount of hedges but he would also be adding to the landscape and all existing vegetation would be retained.

With regard to the sightlines, Mr McAdam advised that he had an agreement with the neighbour.

The Chairman thanked Mr McAdam and invited Councillor O Gawith to address the Committee.

Councillor Gawith advised that the applicant had asked him to look at the application and he had made it clear that his role as an Elected Member was to take account of anything brought to him. In comparison to the previous application, the new application dealt with all relevant matters such as the style of the dwellings which appeared would enhance the area. The infill was of high standard and the retention of vegetation and most of the trees was acceptable. He was supporting the recommendation to approve the application.

The Chairman thanked Councillor Gawith and invited Members to put questions to the Planning Officers.

The Planning Officers addressed a number of questions with regard to the following:

- Policy CTY 8, CTY 13 and CTY 14
- Previous planning appeal
- Ridge height of proposed dwellings
- Frontage of site
- Ribbon development

The Director of Development and Planning referred to the Senior Planning Officer's recommendation to approve the application, subject to a number of conditions. The recommendation was put to a vote and a recorded vote was taken, as follows:

For

Councillor P Catney

Alderman G Rice

The Right Worshipful the Mayor, Councillor R T Beckett

Councillor M Tolerton

Councillor J Palmer

Councillor R Butler

Alderman M Henderson

Total : 7

Against

Alderman D Drysdale

Councillor U Mackin

Councillor A Girvin

Total : 3

AGREED To support the recommendation to approve Planning Application S/2015/0192/F, subject to the following conditions and reasons stated:

- As required by Section 61 of the Planning Act (Northern Ireland) 2011, the development hereby permitted shall be begun before the expiration of 5 years from the date of this permission.

Reason: Time Limit

- The vehicular access, including visibility splays and any forward sight distance, shall be provided in accordance with Drawing No. 06 bearing the date stamp 9th March 2015, prior to the commencement of any other development hereby permitted. The area within the visibility splays and any forward sight line shall be cleared to provide a level surface no higher than 250mm above the level of the adjoining carriageway and such splays shall be retained and kept clear thereafter.

Reason: To ensure there is a satisfactory means of access in the interests of road safety and convenience of road users.

- The gradient of the access road shall not exceed 4% (1 in 25) over the first 10m outside the road boundary. Where the vehicular access crosses a

footway, the access gradient shall be between 4% (1 in 25) maximum and 2.5% (1 in 40) minimum and shall be formed so that there is no abrupt change of slope along the footway.

Reason: To ensure there is a satisfactory means of access in the interests of road safety and the convenience of road user.

- No dwelling shall be occupied until hard surfaced areas have been constructed in accordance with approved drawing No.06 bearing the date stamp 09th March 2015 to provide adequate facilities for parking and circulating within the site. No part of these hard surfaced areas shall be used for any purpose at any time other than for the parking and movement of vehicles.

Reason: To ensure that adequate provision has been made for parking.

- The existing natural screenings of this site, as indicated on approved plan No. 05 bearing the date stamp the 9th March 2015, shall be retained. If any retained tree or hedge is removed, dies or is seriously damaged within 5 years from the date of the occupation of the buildings, another tree or hedge of a native species shall be planted during the next planting season.

Reason: To ensure the continuity of amenity afforded by the existing trees and hedges.

- During the first planting season, after the occupation of the dwelling, the planting scheme shall be carried out in accordance to the stamped approved plan No. 06 date stamped 9th March 2015.

Reason: To ensure maintenance of screening to the site.

- If within a period of 5 years from the date of the planting of any tree, shrub or hedge, that tree, shrub or hedge is removed, dies or is seriously damaged, another tree, shrub or hedge of the same species and size as that originally planted shall be planted at the same place.

Reason: To ensure the provision, establishment and maintenance of a high standard of landscape.

Councillor L Poots returned to the meeting at 7.45 p.m.

At this point in the proceedings Members agreed to adjourn at 7.50 p.m. The meeting recommenced at 7.55 p.m.

- 4.1.1 (1) S/2012/0563/F Major Application – Improvement to grazing land (retention of and additional infill with inert material EWC Code 17 05 04 (Amended drawings and additional information received) on lands opposite 5 and 7 Lower Road, Glenavy

The Senior Planning Officer (RT) advised that this application was categorised as a major application, in accordance with the Development Management Regulations (2015), in that, the site area exceeded 1 hectare. The Officer provided a detailed overview of the site and surroundings and advised that the infilling of this land to improve the agricultural quality of the land was policy compliant and the scheme, as proposed was acceptable. The Officer explained that when complete, the land form would be in keeping with the current land use and that the development would not cause detriment to the area or any neighbouring properties. The Officer outlined that based on careful consideration of all the relevant material planning considerations that the recommendation presented to Members was to approve, subject to a number of conditions.

The Chairman invited Members to put questions to the Planning Officer.

Councillor U Mackin sought clarification as to why NIEA Natural Heritage was recommending refusal.

The Senior Principal Officer advised that when the land was initially infilled a pond had been created which could now be a source for wildlife. Reference was also made to a planning appeal, whereby the Commissioner determined that such ponds were not natural features of the site, and as such, the Commissioner could not accept that there would be an impact on habitat.

The Director of Development and Planning referred Members to the recommendation from the Senior Planning Officer to approve the application, subject to a number of conditions. A vote was taken, and it was unanimously.

AGREED: To support the recommendation to approve Planning Application S/2012/0563/F, subject to the following conditions and reasons stated:

- As required by section 61 of the Planning Act (Northern Ireland) 2011, the development hereby permitted shall be begun before the expiration of 5 years from the date of this permission.

Reason: Time Limit

- The vehicular access, including visibility splays and any forward sight distance, shall be provided in accordance with Drawing No.03 bearing the Area Planning Office date stamp 23rd April 2015, prior to the operation of any other works or other development hereby permitted.

Reason: To ensure there is a satisfactory means of access in the interests of road safety and the convenience of road users.

- The development hereby permitted shall not be become operational until hard surfaced areas have been constructed and permanently marked in accordance with the approved Drawing No 03 bearing the Area Planning Office date stamp 23rd April 2015 to provide for parking and servicing within the site. No part of these hard surfaced areas shall be used for

any purpose at any time other than for the parking and movement of vehicles.

Reason: To ensure that adequate provision has been made for parking, servicing and traffic circulation within the site.

- 4.1.1 (2) LAO5/2015/0084/F – Major Application – Proposed pavilion building and related car parking, proposed landscaping and private road link connecting to existing Halftown Road access on lands at Balmoral Park, Halftown Road, Maze Long Kesh (MK) Lisburn

The Senior Planning Officer (MCO) advised that this application was categorised as a major application in accordance with the Development Management Regulations (2015), in that, the site area exceeded 1 hectare. The Officer provided an overview of the site and surroundings and advised that the proposal was for a pavilion building and associated car parking in lands at the Maze Long Kesh site. It was considered that the erection of a building on this site was entirely policy compliant and the proposed scheme was acceptable and in keeping with the broader objectives of the site.

The Senior Planning Officer recommended that planning permission be granted, subject to a number of conditions.

The Chairman invited Members to put questions to the Planning Officers.

In response to a query from Councillor U Mackin with regard to the potential for the building to be used for concerts, the Senior Planning Officer outlined that events such as concerts would require a licence which was not within the remit of Planning. She added that the local authority had responsibility for granting licences.

The Planning Officer responded to a query from Councillor M Tolerton with regard to Neighbour Notification.

The Director of Development and Planning referred Members to the recommendation from the Senior Planning Officer to approve the application, subject to a number of conditions. A vote was taken and it was unanimously

AGREED: To support the recommendation to approve Planning Application LAO5/2015/0084/F, subject to the following conditions and reasons stated:

- As required by section 61 of the Planning Act (Northern Ireland) 2011, the development hereby permitted shall be begun before the expiration of 5 years from the date of this permission.

Reason: Time Limit

- The vehicular access, including visibility splays and any forward sight distance, shall be provided in accordance with Drawing No.03 bearing the Area Planning Office date stamp 23rd April 2015, prior to the operation of any other works or other development hereby permitted.

Reason: To ensure there is a satisfactory means of access in the interests of road safety and the convenience of road users.

- The development hereby permitted shall not become operational until hard surfaced areas have been constructed and permanently marked in accordance with the approved Drawing No 03 bearing the Area Planning Office date stamp 23rd April 2015 to provide for parking and servicing within the site. No part of these hard surfaced areas shall be used for any purpose at any time other than for the parking and movement of vehicles.

Reason: To ensure that adequate provision has been made for parking, servicing and traffic circulation within the site.

Senior Planning Officers (RT) and (MCO) left the meeting at 8.05 p.m.

4.2 Statement of Community Involvement (SCI)

The Planning Manager outlined the purpose of the Report and explained that the Principal Officers would deliver a presentation that would outline how individuals and the community could get involved in the production of the Local Development Plan and in the development management process. The Planning Manager recommended that the Committee agree to a public consultation being initiated in respect of the draft SCI.

The Principal Planning Officer with responsibility for the local development plan stated that anyone wishing to participate in the planning process would be encouraged to do so. Particular reference was made to, people living or working in the area, elected representatives, voluntary and community groups, business, etc.

The Principal Planning Officer took Members through the local development plan section of the presentation outlining in detail the aspects associated with the following areas

- Stage 1 : Initial Plan Preparation
- Stage 2 : Plan Strategy
- Stage 3 : Local Policies Plan
- Stage 4 : Monitoring and Review

The Development Management Principal Planner took Members through the development management section of the presentation outlining:

- Pre-Application Stage
- Application Stage
- Further Information Stage
- Planning Committee Stage
- Post Application Stage

The Planning Officers then addressed a number of queries in relation to the following:

- Suggestion to make contact with Ballybeen Improvement Group
- Pre Application Discussions – no reference in the report to local planning applications
- In addition to major applications, further consideration should be given to the impact on local communities with regard to local planning applications
- Neighbour Notification Scheme – request to review the fact that planning applications are brought to the attention of occupiers of buildings on neighbouring land within 90m of the application site, with a view to widening this, particularly in rural areas

With regard to Neighbour Notification, Councillor L Poots expressed his support for retaining the 90m boundary of the application site.

Alderman Drysdale commended Officers for the tremendous amount of work they had put into this process which was greatly appreciated by the Members of the Committee.

It was proposed by Councillor M Tolerton, seconded by Alderman G Rice, and

AGREED: That public consultation be initiated in respect of the draft Statement of Community Involvement.

4.3 Data Sharing Agreement

The Planning Manager referred to correspondence from the Chief Planner's Office regarding the transfer of Departmental records to Councils and Data Sharing Agreements. Members were asked to note the detail within the following documents:

- Analytical Services Branch Data Sharing Agreement
- Information Management and Protective Security Branch Sharing Agreement
- Service Level Agreement in respect of the Planning Portal

The Planning Manager made reference to a Data Sharing Agreement, having been signed a few months ago. Reference was also made to discussion between a number of Councils and the Department and to the revised documents.

The Planning Manager recommended that the Committee agree that the documents be signed, subject to typographical errors being corrected by the Planning Department.

Alderman Drysdale commented that as Data Protection was a serious issue, he wanted to highlight the fact that Officers needed to ensure that there were adequate controls in place to ensure the protection of such data when released.

The Director of Development and Planning outlined that there was an increasing amount of Data Sharing Protocols established with the Department and that they had a requirement to provide data to councils and vice versa. The Director also added that the Department would also be required to comply with the Data Protection

Principles but undertook to check with them that the Agreement as drafted did ensure the necessary protection.

It was proposed by Alderman G Rice, seconded by Alderman D Drysdale, and

AGREED: To sign the documents in respect of the Data Sharing Agreements, subject to typographical errors being corrected by the Planning Department and confirmation that the documents as drafted did ensure the necessary protection of data.

4.4 Local Development Plan

The Planning Manager advised that the purpose of the report was to update Members on four position papers which would inform the Lisburn & Castlereagh City Council Local Development Plan. The Manager advised that she had recently attended the workshop to consider the four preparatory studies and four more papers had been prepared consisting of updated information on Transportation, Telecommunications Public Services and Utilities, Built Heritage and Natural Heritage which were being presented to Members for noting.

The Planning Manager outlined that Planning Officer (LJ) would now deliver a presentation to Members.

The Principal Planning Officer took Members through the presentation including the key findings in respect of each of the four position papers.

. Members raised the following issues:

- 1) Improving transport links between smaller villages such as Knockmore, Glenavy, etc, including the re-opening of the railway line at Knockmore
- 2) Need to improve transport links between Castlereagh and Lisburn
- 3) Support for shifting to more sustainable forms of transport such as walking, cycling and public transport, in particular, a cycle path between Belfast and Sprucefield
- 4) Request for Officers to review and amend the list of police stations within Lisburn and Castlereagh
- 5) Consideration of a pedestrian zone in Lisburn City Centre

Councillor U Mackin left the meeting at 8.45 p.m. and returned at 8.45 p.m.

The Chairman expressed the view that considering the significant amount of work carried out by Officers in producing the four documents, and the fact that they were ongoing discussion documents, rather than noting they should be approved by the Committee.

It was proposed by Councillor U Mackin, seconded by Councillor P Catney, and

AGREED: To approve the content of the four position papers relating to the Development Plan, in terms of Transportation, Telecommunications Public Services and Utilities, Built Heritage and Natural Heritage.

4.5 Development Management – Decisions Issued September 2015

Members had been provided with a copy of the Decisions Issued in respect of planning applications during the month of September 2015.

The Planning Manager advised that the information would be posted to the Planning Portal in due course.

AGREED: To note the report from the Planning Manager regarding decisions issued in respect of applications within the Lisburn and Castlereagh Council area in September 2015.

4.6 Planning Application Fees

The Planning Manager referred Members to correspondence from the Department of the Environment's Chief Planners Office in respect of a situation which had arisen regarding Planning Application Fees.

In response to a query from Councillor U Mackin with regard to planning fee exemptions for churches, he was advised that correspondence from the Department of the Environment relating to this particular issue was tabled for discussion later in the meeting.

AGREED: To note the information within the correspondence from the Department of the Environment in respect of Planning Application Fees.

4.7 Northern Ireland Planning Portal

The Planning Manager referred Members to correspondence received from the Department of the Environment's Chief Planner's Office regarding the upgrade of the Planning Portal which had taken place on 15 September 2015. She also referred to the general user guide for the Planning Portal which was a guide on the Processing of Online Comments/Representations.

Alderman G Rice sought an update with regard to training for Members in the use of the Planning Portal.

The Planning Manager advised that there had been an issue with the iPads but that this matter would be revisited.

AGREED: To

- (a) note the information within the correspondence from the Department of the Environment's Chief Planner's Office relating to the upgrade of the Planning Portal
- (b) arrange training for Members in the use of the Planning Portal

4.8 Letter to Council Chief Executives re: Findings of the Ombudsman

The Planning Manager asked Members to note the content of correspondence from the Department of the Environment's Chief Planner's Office which had been circulated to all Chief Executives. She advised that the Planning Unit was currently dealing with a number of legacy complaints.

AGREED : To note the information in the correspondence from the Department of the Environment's Chief Planner's Office relating to the findings of the Ombudsman.

4.9 Strategic Planning Policy Statement for Northern Ireland

The Planning Manager advised that the Strategic Planning Policy Statement had been published last week and she stressed the importance of Members reading the document. She added that it was a material consideration in the determination of individual planning applications, planning appeals and planning enforcement.

AGREED: To note the content of the correspondence from the Department of the Environment regarding the Strategic Planning Policy Statement for Northern Ireland.

4.10 Exemptions to Planning (Fees) Regulations (NI) 2015

The Planning Manager referred Members to correspondence from the Minister of the Environment regarding exemptions to Planning (Fees) Regulations 2015.

AGREED: To note the content of the correspondence from the Minister of the Environment regarding exemptions to Planning (Fees) Regulations 2015.

5. Confidential Business

In Committee

It was proposed by Councillor P Catney, seconded by Alderman G Rice, and

AGREED: That Item 5.1 be considered 'In Committee'.

5.1 Enforcement

5.1.1 Cases with Court Proceedings in October 2015

AGREED: To note the list of enforcement cases with court proceedings in October 2015.

Out of Committee

It was proposed by Alderman G Rice, seconded by Councillor P Catney, and agreed to come 'Out of Committee' and normal business was resumed.

AGREED: That the Committee come 'Out of Committee' and that normal business be resumed.

6. Any Other Business

6.1. Planning Papers

Councillor Mackin commented that no paperwork regarding the planning applications being considered at the meeting had been left in the Members' Rooms.

The Planning Manager apologised and advised that this had been an oversight.

AGREED: That Officers ensure that all relevant planning papers are placed in the Members' Rooms prior to each Planning Committee meeting.

6.2 Planning Committee Agenda

Alderman Drysdale outlined that given the significant amount of reports and documents within the Planning Agenda, he suggested that each report and the appendices, etc should be sectioned off using a sheet of coloured paper. He also sought an update with regard to the issuing of hard copy Planning Agenda.

Members were of the view that a hard copy of the Planning Agenda should continue to be issued to Committee Members and that the situation be reviewed in three months..

AGREED: That,

- (a) in future, the reports and appendices within the Planning Committee Agenda be sectioned off using coloured paper for ease of reference
- (b) hard copy Planning Agenda continue to be issued to Committee Members and the situation be reviewed in three months

There being no further business the meeting ended at 9.15 p.m.

CHAIRMAN/MAYOR