

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the proceedings of the Development Committee Meeting of Lisburn & Castlereagh City Council held in the Island Civic Centre, Lisburn, BT27 4RL on Wednesday, 4 October 2017 at 7.00 pm

PRESENT:

Alderman A G Ewart MBE, Chairman

The Right Worshipful the Mayor
Councillor T Morrow

Deputy Mayor, Councillor H Legge

Aldermen W J Dillon MBE, D Drysdale, W A Leathem
and S Martin

Councillors J Baird, S Carson, A P Ewing, A Givan,
U Mackin, T Mitchell and A Redpath

OTHER MEMBERS

Councillors N Anderson and C Quinn

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Director of Service Transformation
Principal Planning Officer (Ms L Jackson)
Planning Officer (Mr P McFadden)
Community Planning Manager
Head of Economic Development
Member Services Officer

Royal Scottish Pipe Band Association (NI Branch)

Mr George Usher, President
Mr Ian Burrows, Project Development Officer

Commencement of Meeting

The Chairman, Alderman A G Ewart, welcomed Members to the October meeting of the Development Committee and proceeded to outline the evacuation procedures in the case of an emergency.

The Chairman reminded everyone to ensure mobile phones were turned off or on silent mode for the duration of the meeting and stated that should any Member require to leave the meeting to notify the Members Services Officer in order that their departure could be recorded accurately in the minutes.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Councillors J Gallen and A Grehan.

2. Declarations of Interest

The Chairman invited Members to declare any Conflicts of Interest they might have in relation to the business of the meeting and reminded them of the requirement that they complete Declaration of Interest forms in this regard, which had been provided at the meeting.

During the course of the meeting the following interests were declared and Declaration of Interest forms completed accordingly:

The Right Worshipful the Mayor, Councillor T Morrow - in respect of item 5.3.5 Belfast Regional Tourism Partnership, in view of him owning a tourism centre within the Lisburn & Castlereagh City area.

Councillor A Redpath - in respect of item 5.3.6 Preliminary Expenditure Application - Lagan Navigation Trust Core Funding in view of his directorship of the Lagan Navigation Trust.

Alderman D Drysdale - in respect of item 5.3.16 Joint Skills Development Initiative – Lisburn Castlereagh & SERC – Engineering & Fabrication Apprenticeship Scheme in view of his chairmanship of Inspire Business Park.

3. Minutes

It was proposed by Councillor S Carson, seconded by Councillor A P Ewing, and agreed that the Minutes of the meeting of Committee held on 6 September 2017 as adopted by the Council at its meeting on 26 September 2017 be confirmed and signed.

4. Deputations

4.1 Royal Scottish Pipe Band Association (N I Branch)

At the outset the Head of Economic Development reminded the Committee of its decision at its meeting in September 2017 that the Council submit a bid to RSPBANI for a 2018 Pipe Band Championship in the sum of £12,000 plus an amount of up to £4,500 for technical costs, subject to a satisfactory presentation by RSPBANI.

4.1 Royal Scottish Pipe Band Association (N I Branch) (Cont'd)

The Committee was furnished with copy of RSPBANI summary accounts to 30 September for 2014, 2015 and 2016, together with a copy of the 2017 event evaluation report that had been considered at the September Committee meeting. A copy of the organisation's Financial policy was also circulated at the meeting.

The Chairman, on behalf of the Committee, extended welcomed Mr George Usher, President of RSPBANI and Mr Ian Burrows, Project Development Manager.

Mr Burrows thanked the Committee for the invitation to make a presentation on behalf of RSPBA NI and proceeded to present an overview of the work of the RSPBANI during which he discussed the organisation's accountability, educational programmes, summer schools, the opportunity for young members to travel and cross community projects.

Mr Burrows also outlined the governance structures of RSPBANI as well as the organisation's corporate policies.

Following the presentation, Mr Usher and Mr Burrows responded to questions from the Committee in connection with a number of issues, including:

- the number of Pipe Band Contests that RSPBANI organised over the summer months,
- the suggestion that the pipe bands parade the City Centre or perform for a short time in the events area of the Square, which would add value to the overall event,
- the economic benefit to the area as a result of hosting a major Pipe Band Contest
- the suggestion of making the event more family orientated by bringing in additional attractions and stalls to the contest area
- the range of bids received by RSPBANI from councils generally
- what specifically did the Council's contributions go towards in the hosting of a contest, and did the contribution cover all aspects of the event
- an issue regarding the corporate caterers at last year's event

The Chairman thanked the representatives of RSPBANI for their presentation following which they left the meeting (7.35 pm).

Alderman S Martin left the meeting at 7.35 pm and returned at 7.42 pm.

It was proposed by Councillor U Mackin, seconded by Councillor A Redpath, and agreed that the recommendation of the Committee be approved, namely: that the Council submits a bid of £12,000, plus an amount up to £4,500 in technical support, towards the 2018 Pipe Band Championship event.

It was also agreed that an appraisal be carried out on the 2018 event.

5. Report by the Director of Service Transformation

5.1 Report by the Principal Planning Officer (LDP)

It was agreed that the report and recommendations of the Principal Planning Officer be adopted subject to any decisions recorded below:

Item for Decision

5.1.1 Lough Neagh Forum (Paper for Consideration)

The Principal Planning Officer reported that the first joint meeting of the Lough Neagh Forum had been held on Wednesday 20 September 2017 and attended by the Principal Planner (LDP). The Forum consisted of those Member Councils sharing a common boundary with the Lough (i.e. Mid Ulster District Council, Mid and East Antrim Borough Council, Antrim and Newtownabbey Borough Council, Armagh, Banbridge and Craigavon Borough Council), the purpose of which was to ensure a consistent approach across neighbouring Councils in dealing with planning policy issues relating to Lough Neagh in the Local Development Plans.

The Committee had been furnished with a copy of the Lough Neagh Forum Paper which outlined the four issues discussed at the Forum meeting on 20 September 2017.

The Principal Planning Officer invited the Committee to provide any comments on the paper in order to allow feedback to the wider Lough Neagh Forum Group. It was noted that it was the intention of the LDP team to discuss policy relating to Lough Neagh with Members at the Planning Policy Workshops (item 5.1.3 refers).

It was proposed by Councillor S Carson, seconded by Alderman W A Leathem, and agreed to recommend that the Lough Neagh Forum Paper be agreed and that in order to allow feedback to be given to the wider Lough Neagh Forum any comments that Members may wish to make on the issues raised be provided to the Principal Planning Officer.

5.1.2 Office Study LDP Retender Exercise

The Principal Planning Officer reminded the Committee of its decision at its meeting on 7 June 2017 to appoint consultants to work with the LDP team to undertake several studies, one of which was an Office Capacity Study to support the ongoing preparation of the Local Development Plan, Plan Strategy.

The Principal Planning Officer reported that the cost had not been anticipated to be above £30 000 and 7 companies had been invited to quote for the study with a closing date of 24 August 2017. Only one quotation had been received and following evaluation had been deemed to be invalid as it exceeded the budget limit of £30 000.

Following further consideration of the quotation received it had been realised that due to the lack of an existing evidence base for the Office Capacity Study, a considerable

5.1.2 Office Study LDP Retender Exercise (Cont'd)

amount of work would be required by the successful consultant in order to provide a full assessment of the office needs and capacity in the period up to 2032.

A copy of a report outlining the key issues of the Office Capacity Study had been circulated to the Committee.

The Principal Planning Officer responded to questions from the Committee regarding the above quotation exercise.

It was proposed by Councillor U Mackin, seconded by Alderman W J Dillon, and agreed to recommend that in order to secure independent specialist expertise to undertake an Office Capacity Study to support the ongoing preparation of the Local Development Plan draft Plan Strategy, the Committee agrees to carry out an Invitation to Tender exercise it being noted that costs were anticipated to be up to approximately £40,000, subject to financial appraisal and Business Case for subsequent approval.

Items for Noting

5.1.3 Planning Policy Review Workshops LDP

The Committee noted the dates and times of the undernoted LDP Planning Policy Review Workshops as agreed by the Council at its meeting held on 26 September 2017:-

- Workshop 1 Thursday 26th October 2017, 5.00 - 7.00pm, Lagan Room 3 Lisburn LeisurePlex
- Workshop 2 Monday 20th November 2017, 5.00 - 7.00pm, Chestnut Suite
- Workshop 3 Thursday 30th November 2017, 5.00 - 7.00pm, Chestnut Suite

It was noted that the times of the workshop had been changed to 5.00 pm – 7.00 pm (and not 4.00 pm – 6.00 pm as previously advised).

The Director of Service Transformation reiterated his comments that he had made at the Special Meeting of the Committee held on 25 September 2017 in regard to the importance of Members engaging at the Planning Policy Review workshops in order to understand fully the issues and challenges ahead, and also the need for Members to take ownership of their spatial plan for their Council area.

The Director and the Principal Planning Officer responded to a question from Councillor N Anderson in relation to the progress of the Council's draft Plan Strategy and also the progress of other Council's Plans. Councillor N Anderson commended the Planning Officers for their efforts and progress to date on the draft Plan Strategy.

5.1.4 Feedback on Metropolitan Spatial Working Group

Further to the decision of the Committee at its meeting held on 6 September 2017 the Committee had been furnished with and noted the content of the minutes of the meeting of the Metropolitan Spatial Working Group meeting which had taken place in Mossley Mill, Antrim & Newtownabbey Borough Council Offices, on 4 September 2017, which also outlined the key issues and action points thereon.

5.1.5 Chief Planner's Update (Dfl)

The Committee had been furnished with and noted the content of the Chief Planner's update, dated 20 September 2017, in particular the undernoted items which referred to preparation of the Local Development Plan (LDP):-

- **Timetable LDP:** The Chief Planner states that the timeframe included in the SPPS (pg 30) is wholly indicative and not an accurate reflection of the length of time taken to realistically prepare a LDP. It states that the Council is required to set out a more accurate reflection of the timescales in its Timetable required under section 7 of the 2011 Act and prescribed at Part 2 (Regulations 5-8) of The Planning (LDP) Regulations (NI) 2015. The Council will be required to update its Timetable in advance of publication of the next stage of the Plan process, i.e. draft Plan Strategy.
- **Development Plan Practice Note 06 - Soundness:** An amendment has been made to the above Practice note to make it clear that a Development Plan document submitted to Independent Examination has no presumption of soundness in legislation. Essentially it is up to the Council to ensure that soundness can be demonstrated.

The Principal Planning Officer left the meeting at 7.55 pm.

5.2 Report by Community Planning Manager

It was agreed that the report and recommendations of the Community Planning Manager be adopted subject to any decisions recorded below.

Items for Decision

5.2.1 Youth Council

Further to the decision of the Committee at its meeting held on 6 September 2017 to support the development of a Youth Council and to approve the use of the Council Chamber for the public launch of the Youth Council in December 2017, the Community Planning Manager reported that EANI had now requested that the Council delay the launch of the Youth Council until January 2018 as it was felt that it would be prudent to have more time developing relationships before going public.

5.2.1 Youth Council (Cont'd)

It was agreed to recommend that the hosting by the Council of the launch of the Youth Council on 25 January 2018 in the Council Chamber be agreed.

The Chairman, Alderman A G Ewart, commended Alderman W A Leathem for his contribution on the recent Lisburn's 98FM radio programme during which he had promoted the Lisburn Castlereagh Youth Council initiative.

Items for Noting

5.2.2 Progressing the Community Plan

The Community Planning Manager reported that following discussion with the Chairman and Vice Chairman of the Strategic Community Planning Partnership and the Corporate Management Team a report had been prepared outlining the proposed methodology to take forward the Community Plan, a copy of which had been furnished to the Committee.

The Community Planning Manager advised that the consensus was that the Council would follow the existing thematic approach which would involve all directorates, including Senior Managers and Heads of Service, as well as statutory and non-statutory partners.

It had been acknowledged that there may be a requirement to consider locality planning as a next step within the Community Planning process. Any proposals around this would be taken back through the Strategic Community Planning Partnership for consideration. The immediate requirement was to develop an agreed action plan with the statutory and non-statutory partners.

Details of both the structure and templates required to deliver a draft action plan by December 2017 had been outlined in the above-mentioned report.

It was agreed that the update report on the Council's Community Plan be noted.

Councillor N Anderson paid tribute to the work of the Community Planning Manager and her team in progressing the Council's Age Friendly project and asked that the Director pass on his sentiments to the Officers concerned.

Alderman W A Leathem asked that the four Elected Members on the Strategic Community Planning Partnership (who were not on the Development Committee), along with the Chairman of the Development Committee, meet on a monthly basis before the full Council meeting, in order to be updated on recommendations relating to the Community Plan.

The Community Planning Manager left the meeting at 8.00 pm.

5.3 Report by Head of Economic Development

It was agreed that the report and recommendations of the Head of Economic Development be adopted subject to any decisions recorded below.

Items for Decision

5.3.1 Hillsborough Visitor Information Centre: Memorandum of Understanding

The Head of Economic Development reminded the Committee that Historic Royal Palaces (HRP) had taken on management of the Hillsborough Courthouse from 1 June 2017 and Hillsborough Fort from 1 August 2017 after taking over responsibility for Hillsborough Castle from 1 April 2016. Accordingly a new Memorandum of Understanding (MOU) was required between the Council, which had responsibility for the Hillsborough Visitor Information Centre, and HRP.

The Committee had been furnished with a copy the final Memorandum of Understanding (MOU) which had been drafted and agreed by solicitors from both HRP and the Council.

The Head of Economic Development drew the Committee's attention to the fact that the new MOU included more provision for Sunday working to coincide with Castle opening times, and also an annual rent review (NIEA had placed no increase in the rental amount since before 2003).

The Chairman, Alderman A G Ewart, reminded the Committee of a previous decision by the former Lisburn City Council's Economic Development Committee that any member of staff who did not wish to work on a Sunday would not be required to do so.

It was proposed by Councillor U Mackin, seconded by Councillor H Legge, and agreed to recommend that the new MOU for Hillsborough Visitor Information Centre between the Council and HRP be agreed.

5.3.2 World Host Programme – Council Financial Support

The Head of Economic Development reminded the Committee that in the past the Tourism customer service 'World Host' programme had been funded by Tourism NI and the Council.

The Head of Economic Development reported that Tourism NI had approached the Council with a small pot of funding to support a further 100 people to achieve World Host accreditation, the proposed funding breakdown being as follows:

• Tourism NI	£3,500
• LCCC	£2,500
• Company Contributions	£2,000
Total	£8,000

5.3.2 World Host Programme – Council Financial Support (Cont'd)

The Head of Economic Development reported that because of the strategic focus on the Hillsborough tourism infrastructure it was proposed that a Hillsborough-specific scheme was delivered to:

- provide official WorldHost™ Recognised Business for customer service excellence training to key individuals in tourism or retail related business in Hillsborough, especially in the run up to the opening of the new £20m development at Hillsborough Castle in 2019
- act as a good and positive networking opportunity with the option for LCCC to proactively 'mix and match' the participants to encourage positive buy-in, relationship development and knowledge exchange
- aim for **World Host Village Status** for Hillsborough - where at least 25% of businesses have achieved WorldHost Recognition and have trained 50% or more of their staff under the scheme. A great accolade for the village in the run-up to 2019 and beyond, and
- previous attendees/businesses could also participate as official WH accreditation expires/needs renewed after 3 years

It was proposed by Alderman W J Dillon, seconded by Councillor U Mackin, and agreed to recommend that a budget of £2,500 from the Council's Tourism Development budgets be approved towards the costs of running a World Host certified programme between the months of November 2017 – January 2018 as outlined above, and subject to all other funding being made available.

5.3.3 NI Travel & Tourism Awards 2017

The Head of Economic Development reported that correspondence had been received advising that Hillsborough Visitor Information Centre had been shortlisted as the 2017 Best Visitor Information Centre as part of the NI Travel and Tourism Awards. The annual awards evening would take place on Friday 20 October 2017 in the Slieve Donard Hotel, Newcastle, with an allocation of tickets available to nominees. The cost per ticket was £140 + VAT.

It was proposed by Councillor T Mitchell, seconded by Alderman W J Dillon, and agreed to recommend that the Chairman and Vice Chairman, together with an appropriate Officer, attend the NI Annual Awards Ceremony at the Slieve Donard Hotel, Newcastle, on 20 October 2017, it being noted that the estimated cost of a Member's attendance was £140 plus travelling allowance.

The Committee had been furnished with a copy correspondence from White Mountain Community Group, in connection with a funding request for the Council to provide a £5,000 grant towards phase 2 of Belshaw's Quarry Nature Reserve.

5.3.4 Belshaw's Quarry – Funding Request

The project was to add a further 4 themed sculptures to Belshaw's Quarry Nature Reserve, with phase 1 having been completed in April 2017, with the Council awarding a small marketing grant at the time.

The Head of Economic Development reported that phase 2 would complete the initial project concept to use a sculpture trail to interpret the key features of the site and, through the additional 4 pieces (on the theme of man's involvement and influence on the site), it being noted that International sculptors had been invited to tender for the work with Expression of Interests received from as far away as Mexico and USA.

Alderman W A Leathem, Councillor U Mackin and Councillor A Redpath welcomed the proposals for phase 2 of the project at Belshaw's Quarry Nature Reserve and the positive results of phase 1 of this project which had been successful in reducing antisocial behaviour in the area, and which had benefited from funding from the Alpha Programme at the time.

It was proposed by Alderman W A Leathem, seconded by Councillor A Redpath, and agreed to recommend that the Committee awards a grant of £5,000 towards phase 2 of the Belshaw's Quarry Sculpture Trail, and in return be a partner in this new attraction, with a further £45,000 being contributed by the Alpha Programme using an appropriate mechanism.

It was noted that it may be appropriate to progress the above initiative within the 'Keep NI Beautiful' programme as there had been environmental problems associated with this area.

5.3.5 Belfast Regional Tourism Partnership

Councillor N Anderson left the meeting at 8.09 pm.

The Head of Economic Development reminded the Committee that it had agreed previously that the 'Council supports Belfast Regional Tourism Partnership for three years subject to meeting all annual targets and subject to the availability of annual budgets.'

The Committee had been furnished with a copy of a full evaluation for the Service Level Agreement between LCCC and Visit Belfast for the year 2016/2017.

The Head of Economic Development reported that within the final draft of the Tourism Strategy it was recommended that the Council continue to work with Visit Belfast, possibly exploring other opportunities to strengthen the relationship. It was noted that certain parts of the Council area had strong linkages with the Belfast tourism market, and would benefit from the promotions and marketing of the Regional Tourism Partnership.

5.3.5 Belfast Regional Tourism Partnership (Cont'd)

The Head of Economic Development noted comments from Alderman D Drysdale in relation to the possibility of the Council looking at opportunities to develop camping sites within the Lisburn and Castlereagh area, in particular at Dundonald International Ice Bowl.

It was proposed by Alderman D Drysdale, seconded by Councillor U Mackin, and agreed to recommend that Committee notes the Regional Tourism Partnership evaluation for 2016/ 2017 and agrees to support Belfast Regional Tourism Partnership for a further 12 months, it being noted that the Tourism Strategy was in its final draft form, and would be brought before a future Development Committee for consideration.

5.3.6 Preliminary Expenditure Application – Lagan Navigation Trust Core Funding

The Head of Economic Development reminded the Committee that the Lagan Navigation Trust was a charity with the main aim of delivering the re-opening of the Lagan Navigation. As a company they had built a strategic programme of projects around the overall re-opening project that delivered social and economic benefits along the Navigation with a particular focus on the Lisburn Castlereagh stretch. The Council is a partner of the Trust, along with Belfast City Council, Armagh, Banbridge & Craigavon Borough Council, Department for Infrastructure and Department for Communities (Historic Environment Division).

The Head of Economic advised that Lisburn & Castlereagh City Council and the other Councils of Belfast City Council and Armagh, Banbridge & Craigavon Borough Council had provided core funding to support their operational activity for the past 6 years. The current three-year funding period was due to finish on 31 March 2018. A funding bid for future support was being developed for the period from 1 April 2018 – 31 March 2021.

A copy of the Preliminary Expenditure Application for Lagan Navigation Trust Core Funding 2018-2021 had been furnished to the Committee.

It was proposed by Councillor U Mackin, seconded by Councillor A Givan, and agreed to recommend that Preliminary Expenditure Application for Lagan Navigation Trust Core Funding be agreed and that the project progresses to a relevant Financial Appraisal.

5.3.7 TNI Consultation Correspondence: Proposed Abandonment of Land at Carnreagh Road, Hillsborough

The Committee had been furnished with a copy of correspondence from Transport NI outlining a proposal to abandon land at Carnreagh Road, Hillsborough. This has been previously presented to Council but an amendment has been made to the proposal.

5.3.7 TNI Consultation Correspondence: Proposed Abandonment of Land at Carnreagh Road, Hillsborough (Cont'd)

In response to comments from Councillor J Baird, it was agreed that consideration of the above matter be deferred and that the Head of Economic Development investigate the ownership of the land in question and report back to the Committee in due course.

5.3.8 TNI Consultation Correspondence: Proposed Abandonment/ Stopping Up At Hillsborough Road, Moneyreagh

The Committee had been furnished with a copy of correspondence from Transport NI outlining a proposal to abandon/stop up land at Hillsborough Road, Moneyreagh, this being necessary to facilitate re-development in the area.

It was proposed by Councillor A P Ewing, seconded by Councillor A Givan, and agreed to recommend that the proposal to abandon/stop up land at Hillsborough Road, Moneyreagh, be noted, there being no objections from Members present at the Meeting.

Councillor A Redpath left the meeting at 8.13 pm.

5.3.9 Fairtrade City Status – Fairtrade Flowerbeds Proposal

The Head of Economic Development reported that following on from Council's achievement of Fairtrade City Status, it had been discussed at the recent Fairtrade meeting to have two Fairtrade flowerbeds (Hillsborough roundabout and the Queen's Road) to promote the Council's achievement of securing Fairtrade City Status. At this time Officers from the Council's Parks & Amenities Unit had advised that this could be considered in the 2018 planting season.

It was noted that the cost to have the Fairtrade/Fairtrade City logo created with a floral display was £2,400 per flowerbed, this cost being reflective of approximately 6,600 plants per bed at a cost of approximately 36p each.

It was proposed by Alderman W J Dillon, seconded by Councillor U Mackin, and agreed to recommend that the Committee supports the Fairtrade Promotion Campaign with a floral display at Hillsborough Roundabout at a cost of £2,400.

5.3.10 European Social Fund (ESF) Proposals – Match Funding in Principle

Councillor S Carson left the meeting at 8.14 pm and returned again at 8.19 pm.

The Head of Economic Development reminded the Committee that for the period April 2015 to March 2018 the Council had agreed to provide match funding of up to £205,000 (representing approximately 15% of total project costs) to three organisations who were in receipt of European Social Fund (ESF) grant to improve the employability skills of young people, disabled and long term unemployed in the Council area.

5.3.10 European Social Fund (ESF) Proposals – Match Funding in Principle (Co (Cont'd)

The Head of Economic Development reported that the £205,000 allocation comprised of:

- a) A match funding award of £90,000 to Stepping Stones against total project costs of £600,000 to develop a programme of work that will provide training opportunities and lead to employment for 250 adults with a learning disability or learning difficulties
- b) A match funding award of £75,000 to GEMs NI against total project costs of £500,000 to develop a programme focused on supporting the long term unemployed, towards an employment option. The project offers a range of practical support activities for up to 96 adults that will result in participants either starting up their own businesses or enhancing their employability skills and prospects
- c) A match funding award of £40,000 to Enterprise NI against a total cost of £265,000 to deliver an innovative package of active measures designed to identify, access, engage and support 90 young people in the 16/24 year old age range.

The Head of Economic Development reported that the three organisations detailed above had requested that the Council considers a continuation of match funding in principle to compliment separate bids to the ESF fund for the funding period April 2018 – March 2021 which were required to be submitted by the application closing date of Friday 13 October 2017. It was expected that the combined match funding request would increase from £68,000 per annum to £80,000 per annum (2018 – 2021).

The Head of Economic Development informed Members that a further organisation, USEL, also had approached the Council requesting support in the sum of £25,000 for a similar employability-type project for members of the disabled community.

It was proposed by Alderman W J Dillon, seconded by Councillor J Baird, and agreed to recommend that a report be brought back to the Committee outlining:

- a) a set of match-funding selection criteria to allow the Council to prioritise match-funding budgets according to training needs of the target sector, and
- b) an analysis of the potential value of the required match funding award.

5.3.11 City Promotion Budget

5.3.11.1 RSPBA (NI Branch) – Presentation

It was noted that the deputation from RSPBA (NI Branch) had been received earlier in the Meeting (Item 4.1 refers).

5.3.11.2 Integrated Marketing Campaign

The Head of Economic Development reminded the Committee that the previous delivery organisation for the above campaign, Lyle Bailie, had entered into administration earlier this year, effectively halting delivery of the 2017 – 2018 campaign.

The Head of Economic Development reported that it was proposed that the Council took this opportunity to strategically review the campaign objectives and delivery and that the programme was retendered on this basis in the New Year. In the interim the Council would deliver a city centre based Christmas campaign using existing branding and creative materials to include, TV, outdoor and online media as appropriate.

In line with the Accounting Manual, a financial appraisal for a new three year campaign had been completed, a copy of which had been circulated to Members.

Given time constraints, it was necessary to progress this tender opportunity, which would be subject to Council endorsement, outside of the Council's existing agreed protocols.

The Director of Service Transformation responded to questions from Alderman D Drysdale in connection with the above proposal.

It was proposed by Alderman W J Dillon, seconded by Alderman D Drysdale, and agreed to recommend that in order to safe-guard the 2017 Christmas Campaign, the Committee:

- a) agrees the financial appraisal, as circulated,
- b) agrees to the approach outlined above, and
- c) provides delegated authority to the Chairman of the Development Committee for the appointment of the appropriate lots against tender returns in due course.

5.3.12 Global Entrepreneurship Week 13 – 19 November 2017

The Committee had been furnished with an outline of a number of proposed events which the Business Solutions team was planning to take place over Global Entrepreneurship Week, 13 - 19 November 2017.

The Head of Economic Development reported that as in previous years it was anticipated that local enterprise partners would come on board to support the Council with resources, hosting and marketing of events. These included Resurgam, South Eastern Regional College, Ulster Bank, and the two local Enterprise Centres, Lisburn Enterprise Organisation and Inspire Business Centre.

The Head of Economic Development advised that one of the proposed events would be the launch of the Council-funded shared workspace initiative which was hosted at

5.3.12 Global Entrepreneurship Week 13 – 19 November 2017 (Cont'd)

City Centre Management, the 'City Hub'. A formal invitation would be issued to Members of the Development Committee in advance of this launch.

It was proposed by Councillor U Mackin, seconded by Councillor A Givan, and agreed to recommend that Members note the dates of the proposed events being held by the Council during Global Entrepreneurship Week, and agree to support the events at a total cost of up to £5,000.

5.3.13 Women in Business Annual Business Awards 2017 Sponsorship Opportunity - Crown Plaza, Shawsbridge, Belfast Thursday 9 November 2017

The Head of Economic Development reported receipt of a request from Women in Business (WIB) that the 11 Councils sponsor the category 'Best New Business' in their upcoming Annual Business Awards event under the 'Go for It' brand which was now owned by the Councils.

The Head of Economic Development advised that the total cost of sponsorship for this event was £4,000 which would be split across the participating Councils based upon the LED allocations. Lisburn & Castlereagh City Council's contribution would be £352.

It was proposed by Alderman W J Dillon, seconded by Alderman D Drysdale, and agreed to recommend that the Committee supports the WIB Annual Business Awards Ceremony at the Crown Plaza Hotel, Shawsbridge on Thursday 9 November 2017 at a total cost of £352, and that one of the two Elected Member nominations from the Committee to attend this event be the Deputy Mayor, Councillor H Legge, with the second nomination being left in the hands of the Chairman of the Committee.

5.3.14 Downshire Primary School Reunion

The Head of Economic Development reported receipt of a request for support to stage a re-union from ex-pupils of Downshire School who attended the school between 1950-1957. The re-union was being staged on Saturday 30 September at St Malachy's Parish Hall, Hillsborough, for approximately 180 ex-students, with 13 former students travelling from across the world to attend. It was noted that by way of showcasing the local tourism product to international visitors the Tourism section of Council had been requested to help support a meal for those travelling from abroad on the Friday 29 September, plus a number of engraved salvers, and a small gift to the organiser of the event.

The Chairman, Councillor Alderman A G Ewart, The Mayor, Councillor T Morrow, and Edwin Poots MLA had been invited.

The Head of Economic Development reported that the total cost of support for this event was approximately £800 and was being requested retrospectively due to the tight timescales.

5.3.14 Downshire Primary School Reunion (Cont'd)

It was proposed by Councillor J Baird, seconded by Alderman D Drysdale, and agreed to recommend that Committee agrees to support retrospectively the Downshire Primary School Re-union request to a value of approximately £800.

5.3.15 Business Solutions – Central & Eastern Europe Trade Development Programme

The Head of Economic Development reminded Members that it had been noted at a meeting of the Development Committee on 9 December 2015 that tenders for the delivery of the following two trade development programmes had been awarded to Northern Ireland Trade Consultants:

- Trade Development Programme to the Netherlands
- Trade Development Programme to Central & Eastern Europe

The Head of Economic Development reported that the Netherlands Trade Programme Visit had taken place on 24 – 27 January 2017 and a Post Market Visit Feedback Report had been provided at the Development Committee in June 2017.

It was noted that the Development Programme to Central & Eastern Europe planned for Slovenia in April 2017 had to be put back due to low uptake from local companies. Following discussions with the delivery agent, Northern Ireland Trade Consultants, it had been recommended that the Council target Poland for the Central and Eastern Europe trade programme due to key sectoral opportunities across manufacturing industries, agricultural and ICT.

It was proposed by Alderman W J Dillon, seconded by Councillor J Baird, and agreed to recommend that:

- the Committee supports the Trade Development Programme planned for Poland on a date to be agreed by the Chairman, along with a civic delegation visit, and that
- the Chairman and Vice-Chairman of the Development Committee participate in the civic visit along with relevant Council Officers including the Economic Development Officer.

Items for Noting

5.3.16 Joint Skills Development Initiative - Lisburn Castlereagh & SERC Engineering & Fabrication Apprenticeship Scheme

The Head of Economic Development reminded the Committee that it had been agreed at the meeting of the Development Committee on 1 June 2016, that the Council would participate in a local skills initiative with South Eastern Regional College (SERC) on a pilot basis. The aim of the project was to promote skills development opportunities,

5.3.16 Joint Skills Development Initiative - Lisburn Castlereagh & SERC Engineering & Fabrication Apprenticeship Scheme (Cont'd)

work with local companies to better address their skills requirements and develop a local labour pool for local companies in key sectors such as Engineering.

The Head of Economic Development reported that as a direct result of a meeting facilitated by the Council with SERC and local company, Fabrite Facades, a new Engineering & Fabrication Apprenticeship Scheme was being launched in November 2017. To date five local businesses had signed up to the project and has committed to employing 16 new Apprentices who would be recruited to this scheme.

The Committee had been furnished with a copy of an outline of the recruitment advert which was currently being issued in respect of the above Apprenticeship Scheme.

It was agreed that the report on the Lisburn Castlereagh & SERC Engineering & Fabrication Scheme be noted.

A number of Members of the Committee indicated their support to the above apprenticeship scheme.

The Director of Service Transformation responded to comments from Councillor J Baird who referred to difficulties with previous apprenticeship programmes in that the employers were facing high indemnity insurance for final year apprenticeship students, a number of whom had been unable to complete their apprenticeship.

5.3.17 NILGA Award Finalist – Invest Lisburn Castlereagh

The Head of Economic Development reported that the Economic Development Unit applied recently to the NILGA Awards under the category 'Best Enterprise Initiative' for the Invest in Lisburn Castlereagh initiative which included the undernoted initiatives:

- Made in Lisburn Castlereagh,
- Lisburn & Castlereagh at Westminster
- Lisburn & Castlereagh at MIPIM UK, and
- the Council's international trade programme.

The Head of Economic Development advised that it had been announced that the Council's application has been shortlisted as a finalist, with the winner to be announced at the forthcoming NILGA Awards on 12 October 2017.

It was agreed that the report in regard to the Council being shortlisted as a finalist in the 'Best Enterprise Initiative' NILGA Awards be noted.

5.3.18 Northern Ireland Business Start Up Programme - Update

The Committee had been furnished with and noted the content of an update report on the Northern Ireland Business Start Up Programme (NIBSUP).

5.4 Budget Report – Economic Development

The Committee had been furnished with and noted the content of the summary Budget Report for Service Transformation for the year to 31 March 2018 as at 31 August 2017.

6. Confidential Business

The Chairman reported that the items in the Confidential reports were required to be considered “In Committee” for the reasons outlined below:

- Regeneration of Dundonald Leisure Park - Confidential due to information relating to the financial or business affairs of the organisation concerned
- Hillsborough Public Realm Update – Confidential due to information relating to the financial or business affairs of the organisation concerned
- Hillsborough Stakeholder Engagement Plan – Confidential due to information relating to the financial or business affairs of the organisation concerned
- Lisburn Public Realm Update - Confidential due to information in relation to which a claim to legal professional privilege could be maintained in legal proceedings
- Rolling Year Absence Figures for the Director’s Administration Team and Economic Development for the period 1 April 2016 to 31 August 2017 - Confidential for reason of information likely to reveal the identity of an individual(s)

It was proposed by Alderman W A Leathem, seconded by Councillor S Carson, and agreed that the Confidential Business be considered “in Committee” in the absence of press or members of the public.

6.1 Confidential Report by the Director of Service Transformation

It was agreed that the Confidential report and recommendations of the Director of Service Transformation be adopted subject to any decisions recorded below.

Items for Decision

6.1.1 Regeneration of the Dundonald Leisure Park

The Director reminded the Committee of a previous decision of the Capital Projects Committee that the focus would be to take forward the ‘in principle’ investment decision in respect of Dundonald International Ice Bowl and that the matter of the wider regeneration of the Dundonald Leisure Park would be referred back to the Development Committee.

6.1.1 Regeneration of the Dundonald Leisure Park (Cont'd)

The Committee had been furnished with a report regarding the review of the Castlereagh Urban Integrated Development Framework relating to Dundonald Leisure Park, the purpose of which was seeking approval to refresh the framework for the Dundonald Leisure Park, with a view to reporting back to Members on development opportunities.

The Director updated the Committee in regard to developer proposals for sites within the Leisure Park.

It was proposed by Alderman D Drysdale, seconded by Councillor U Mackin, and agreed to recommend that:

- Officers carry out a planning assessment of the opportunities within the Dundonald Leisure Park,
- an independent planning consultant be appointed to develop an evidence base upon which to assess the range of development options, and
- Officers take forward a consultation and stakeholder engagement process within an agreed engagement framework.

It was noted that Central Government Departments had expressed support for the above approach.

6.1.2 Hillsborough Public Realm Scheme Update

The Right Worshipful the Mayor, Councillor T Morrow, left the meeting at 8.28 pm.

The Director updated the Committee in relation to work that had taken place in recent months to assess the potential to safely maximise the number of car parking spaces that would be available around the Courthouse.

The Director discussed the key issues and the range of options contained in a detailed report of the findings of this exercise entitled "Road Safety review of car parking options" and also a Summary Report entitled "Road Safety Review Summary – Hillsborough Village," copies of which had been furnished to the Committee.

The Director also updated the Committee in relation to the Council's Car Parking Strategy, in particular the findings in relation to the utilisation of the Council-owned car park in Ballynahinch Street, Hillsborough and also the access issues to the newly proposed car park at the Fort/Forest Park.

The Director responded to a number of questions from the Committee and provided clarification thereon, in relation to the issues raised.

Councillor J Baird left the meeting at 8.47 pm and returned to the meeting at 9.00 pm.

6.1.2 Hillsborough Public Realm Scheme Update (Cont'd)

It was proposed by Alderman D Drysdale, seconded by Councillor S Carson, and agreed to recommend that:

- the content of the reports entitled “Road Safety review of car parking options”. and “Road Safety Review Summary – Hillsborough Village” be noted,
- the update on the access to the newly proposed car park at the Fort/Forest Park be noted,
- the preferred car parking option be 11 parking spaces around the Courthouse (ie. Option “K” in the Road Safety Review of Car Parking Options document, as circulated), and
- the preferred option of 11 parking spaces around the Courthouse be publicly consulted, in the understanding that the final agreed arrangement would still be subject to Planning including statutory consultation with Transport NI

The Committee put on record its disappointment in regard to the length of time the Consultants took in bringing the proposals forward for consideration.

6.1.3 Hillsborough Stakeholder Engagement Plan

Alderman D Drysdale left the meeting at 8.53 pm.

Further to the discussion around car parking options and the agreement of the Council’s Community Engagement Framework by the Development Committee in September 2017, the Committee had been furnished with a proposed Stakeholder Engagement Plan for the Hillsborough Public Realm Scheme. It was noted that the Engagement Plan would be the engagement process used to consult with stakeholders on the agreed layout including the parking arrangement at the Courthouse.

It was proposed by Councillor A Givan, seconded by Councillor U Mackin, and agreed to recommend that the proposed Stakeholder Engagement Plan, as circulated, be agreed.

At the request of Alderman W J Dillon, it was agreed that the group from the Hillsborough Village that had attended the meeting of Committee in May 2017 be included in the list of stakeholders within the Stakeholder Engagement Plan.

Items for Noting6.1.4 Lisburn City Centre Public Realm Update

The Committee had been furnished with a copy of correspondence from the Council's solicitor in relation to the Council's on-going legal challenge in connection with the Lisburn Public Realm Scheme which included recommendations going forward.

It was proposed by Alderman W J Dillon, seconded by Councillor J Baird, and agreed to recommend that the Committee notes the update report on the Lisburn Public Realm Scheme and that the legal advice provided be agreed, it being noted that an estimated cost for this next stage would be brought to the Committee in due course.

The Director responded to further questions from Councillor A Givan and the Deputy Mayor, Councillor H Legge, in relation to the above-mentioned legal challenge.

6.1.5 Rolling Year Absence Figures for the Director's Administration Team and Economic Development

The Committee had been furnished with a table showing rolling year absence figures for the Directors' Administration Team and Economic Development for the period 1 April 2016 to 31 August 2017.

It was agreed that the Rolling Year Absence report as at 31 August 2017 be noted.

It was proposed by Alderman W A Leathem, seconded by Councillor T Mitchell, and agreed to come out of Committee and normal business was resumed.

Resumption of Normal Business7. Any Other Business7.1 Lisburn Linkages Scheme
Councillor S Carson

The Director of Service Transformation responded to comments from Councillor S Carson in regard to the programme of works being planned for the Lisburn Linkages Scheme and the need for assurances that the roads and streets would be left in an appropriate condition for the events taking place in Lisburn, such as Remembrance Sunday on 11 November 2017. The Director advised that there was an appropriate re-instatement clause in the contracts for works taking place in both Lisburn and Hillsborough.

Alderman W J Dillon returned to the meeting at 9.05 pm.

7.2 The Alpha Programme
Alderman W A Leathem

Alderman W A Leathem referred to the changes to the Alpha Funding programme this year which he stated could attract applicants from a wider geographical area and enquired if the Council could allocate additional resources within the annual budget estimates for 2018/2019 to allow for additional applications for funding towards worthwhile projects in the Council area.

The Director of Service Transformation concurred with Alderman Leathem's comments and stated that making provision in next year's budgets for funding allocations through the Alpha Programme would be investigated as part of the budget Estimates process. The Director also stated that it was important that such funding was allocated within a policy context.

There being no further business the meeting terminated at 9.09 pm.

Mayor/Chairman