

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, 7 March 2018 at 7.00 pm

PRESENT:

Alderman A G Ewart MBE, Chairman

Deputy Mayor, Councillor H Legge

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

Councillors J Baird, A P Ewing, J Gallen, A Givan,
U Mackin, T Mitchell and S Skillen

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Director of Service Transformation
Principal Planning Officer
Head of Economic Development
Tourism Development Manager
Human Resources Manager
Member Services Officer

Tourism NI

Mr John McGrillen

Commencement of Meeting

The Chairman, Alderman A G Ewart, welcomed Members to the March 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 an apology for non-attendance at the meeting on behalf of The Right Worshipful the Mayor, Councillor T Morrow, and Councillors S Carson, A Grehan and A Redpath.

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.

There were no conflicts of interest declared at the meeting.

3. Minutes

It was proposed by Alderman W J Dillon, seconded by Councillor A P Ewing, and agreed that the Minutes of the meeting of Committee held on 7 February 2018 as adopted by the Council at its meeting on 27 February 2018 be confirmed and signed.

4. Deputation

The Director of Service Transformation reported that Mr John McGrillen, Chief Executive, Tourism NI, would be in attendance at the meeting at 7.30 pm in order to present Tourism NI's Emerging Strategy. A presentation by the Council's Tourism Development Officer in connection with the Council's Tourism Strategy 2018-2022 would be considered following the presentation by Tourism NI.

It was agreed that the Report of the Director of Service Transformation be considered prior to receiving the deputations to the meeting.

5. Report by the Director of Service Transformation

It was proposed by Councillor T Mitchell, seconded by Councillor A P Ewing, and agreed that the report and recommendations of the Director of Service Transformation be agreed subject to any decisions recorded below.

5.1 Report by Principal Planning Officer (LDP)

It was agreed that the recommendations of the Principal Planning Officer be agreed subject to any decisions recorded below.

5.1.1 Consistency across Councils – Section 76 Agreements

Alderman S Martin arrived at the meeting during consideration of this item (7.07 pm).

The Principal Planning Officer reported that a briefing report regarding the provision of a joined-up framework for the establishment of a Policy Framework which informed the use, application and delivery of Section 76 Agreements had been drafted for consideration by the Department for Infrastructure. A copy of the briefing report was also being circulated by the Council's Chief Executive with SOLACE for the purposes of coordination.

5.1.1 Consistency across Councils – Section 76 Agreements (Cont'd)

The Principal Planning Officer advised that the report recommended that in order to achieve a consistent approach to the use and application of Section 76 Agreements Councils undertake jointly in seeking expert advice to formulate a methodology to develop a framework for Section 76 Agreements. This work would underpin any future policy development in the Council's new Local Development Plan.

The Director of Service Transformation elaborated on issues around Section 76 agreements which were specific to individual areas, and advised the Committee that the Council had obtained specialist advice in relation to the use and application of Section 76 agreements. The Director stated that it was important to go forward on the lessons learned in the past.

Alderman W J Dillon concurred with the points raised by both the Director and the Principal Planning Officer, and expressed concern in relation to inconsistencies in planning across some of the 11 councils in Northern Ireland.

It was proposed by Alderman W J Dillon, seconded by Councillor U Mackin, and agreed to recommend that the Council supports a 'uniform by Councils' and the Department of Infrastructure's approach to Section 76 Agreements in support of developers wishing to invest within Northern Ireland, as far as was reasonably practicable.

At this point Alderman S Martin apologised for his lateness in arriving at the meeting and advised that this had been due to the meeting of the Environmental Services Committee having over-ran. Alderman Martin advised that the Deputy Mayor, Councillor H Legge, Councillors J Baird, A Givan and T Mitchell also would be arriving late for this same reason.

Alderman W J Dillon put on record that there were major issues when two Committee meetings were convened on the same evening which required to be addressed.

5.1.2 Letter from Department for Infrastructure re: Statutory Consultation Bodies input into Sustainability Appraisal of Local Development Plans and Proposed Response

The Committee had been furnished with a copy of a letter that had been received from the Department for Infrastructure on 24th January 2018 in relation to the roles and responsibilities of statutory consultation bodies to the process of Sustainability Appraisal (SA) for Local Development Plans (LDP). This primarily related to their input into the appraisal process, in particular their involvement in the appraisal (scoring) of options.

The letter set out what was required by the Council under the Planning Act (NI) 2011 in relation to the SA. There was no process set out in legislation as to how the SA should be carried out or who should be involved. It referred to the "Department's Practice note 04" Sustainability Appraisal incorporating Strategic Environmental Assessment" which provided guidance on the process but did not specify who should be involved other than repeat the regulations.

5.1.2 Letter from Department for Infrastructure re: Statutory Consultation Bodies input into Sustainability Appraisal of Local Development Plans and Proposed Response (Cont'd)

The Principal Planning Officer also reported that the Department had advised they were seeking legal advice on this matter and recommended that Councils seek individual legal advice also. It was noted that in addition, officials in the Department of Agriculture, Environment and Rural Affairs (DAERA) and Department for Communities (DfC) were considering their level of engagement until clarity had been provided.

The Committee had been furnished with the proposed response of this Council to the Department. The Council, whilst it welcomed the Department seeking legal advice given its over-sight role in providing clarity around these matters, advised that having sought its own legal opinion that it would be premature of the Department to encourage Councils to seek their own legal opinion on the role of statutory consultation bodies in the Sustainability Appraisal (SA) for Local Development Plans (LDP). It was considered more productive if the Department shared its own legal advice on the matter. Subsequently Councils could review that advice and feed back to the Department. It was this Council's view that the Department should therefore issue guidance as to what is required to ensure a consistent approach.

It was proposed by Councillor U Mackin, seconded by Alderman W J Dillon, and agreed that the draft response on Sustainability Appraisals to the Department of Infrastructure as circulated be agreed.

5.1.3 Letter from Department for Infrastructure - Response to issues raised by the Principal Planner Working Group

The Principal Planning Officer reported that as the newly appointed Chair of the PPTO Local Development Plan Working Group, Keith Sutherland, had written to DfI on 4 January 2018 on the Group's behalf requesting clarification on a series of issues of concern to the group. A copy of the letter from Mr Sutherland had been furnished to the Committee. The issues noted for response included: countryside proposals, transport issues, BMAP, guidance on soundness and closer liaison with PAC.

The Committee had been circulated also with a copy of the response received on 22 February 2018 from the Department, the detail of which had been outlined in the report circulated.

The Principal Planning Officer advised that a draft Plan Preparation checklist had introduced a raft of issues which required careful consideration but would require a further robust evidence base to make the plan sound in several key areas. The Principal Planning Officer stated that given the complexities of these matters and the strategic importance of these issues Members may wish to form a Member reference group to discuss the emerging issues. This would be with a view to shaping the approach the Council takes through the committee structures to full Council.

5.1.3 Letter from Department for Infrastructure - Response to issues raised by the Principal Planner Working Group (Cont'd)

It was agreed to recommend that the correspondence in relation to these matters be noted and that Officers continue to press the Department for clarity in relation to matters of concern be that individually or at the PPTO working group level.

The Deputy Mayor, Councillor H Legge, Councillors J Baird and T Mitchell entered the meeting at 7.18 pm.

The Chairman, having welcomed the above-mentioned Members to the meeting, put on record that these Members had been in attendance at the Environmental Services Committee meeting which had overran considerably on this occasion.

Councillor J Baird expressed his annoyance that two Standing Committees continued to be scheduled for the same evening and requested that a new arrangement should be put in place immediately.

5.1.4 Listing of Buildings of Special Architectural or Historic Interest

The Principal Planning Officer reported that the Department of Communities had notified the Council of their intention to list the post box outside 45-57 Rosetta Road, Castlereagh. The listing of the above mentioned property was being considered under Section 80 (1) of the Planning Act (NI) 2011.

A copy of the letter from the Department had been circulated to the Committee.

Councillor J Gallen drew the Committee's attention to the fact that the location of the above-mentioned post box was within the boundary of Belfast City Council. It was agreed to recommend that the Department for Communities be advised accordingly.

Items for Noting

5.1.5 Update on Retail Study

The Principal Planning Officer reminded the Committee that consultants Ove Arup and Partners Ltd in association with Roderick MacLean Associates Ltd had been appointed to carry out the Retail Capacity Study for the LDP. The consultants had provided a draft report which had been subsequently revised. This revision had been further discussed with Roderick MacLean Associates Ltd and further amendments had been suggested and were being considered.

The Principal Planning Officer reported that also included as part of this wider retail study were the Town Centre Health Checks. A first draft had been received by Officers and was being considered currently. This Retail Capacity Study supported by the Town Centre Health Checks would provide the evidence informing the emerging draft Plan Strategy on the strategic nature of retaining across the entire Council area. It was noted that in

5.1.5 Update on Retail Study (Cont'd)

addition evidence being brought forward by developers in support of other major applications would be integrated in the evidence base where it could be validated.

The Principal Planning Officer advised that this piece of work was ongoing and had taken account of the work relating to updating the City Centre Masterplan. Members would be kept fully informed once the final drafting of these reports had been agreed with the consultants.

It was agreed to recommend that the update on the Retail Study be noted.

5.1.6 Update on Urban Capacity Study

The Principal Planning Officer reminded the Committee that Consultants Ove Arup and Partners Limited had been appointed to conduct an Urban Capacity Study for the Council area. The consultants had provided officials with a visual presentation of their initial findings in late January 2018. Resulting from that meeting Officers had provided additional information to the consultants and issues clarified to facilitate this piece of work.

The Principal Planning Officer reported that the study was critical in providing the evidence pertaining to the current urban capacity (in terms of housing and employment) of the Council area, hence informing the emerging Plan Strategy on potential growth and possible locations for such identified growth.

The Principal Planning Officer advised that this piece of work was ongoing and that Members would be kept fully informed once the final drafting of these reports had been agreed with the consultants.

It was agreed to recommend that the update on the Urban Capacity Study be noted.

5.1.7 Minutes of the Metropolitan Area Spatial Working Group

The Principal Planning Officer reminded the Committee that the Council had hosted the meeting of the Metropolitan Area Spatial Working Group (MASWG) on Friday, 26 January 2018 which had been chaired by Councillor Mackin.

The agenda items that had been discussed and debated had been detailed in the Principal Planning Officer's report.

The Committee had been furnished with and noted the content of a copy of the minutes from the MASWG meeting held on 26 January 2018.

The Principal Planning Officer updated the Committee on the recent developments regarding the preparation of the Council's Local Development Plan and the proposed time-frame encompassing the proposed Plan programme over the next 15 months.

5.1.8 Review of Local Development Plan 2017 with Proposed Work Programme 2018

The Committee had been furnished with a copy of a report which was in three main sections. Its initial focus considered retrospectively the last three quarters of 2017 and the out-workings of the Council's Preferred Options Paper (POP). This section included the consideration of representations to the POP and the report preparation of those responses with its presentation to Members and subsequent publication. Also covered in this section was the approach employed to reviewing the current planning policies in terms of planning policy workshops.

The second section covered the ongoing work being undertaken to facilitate the preparation of the Plan Strategy with a focus on the evidential base and the soundness of the Plan Strategy.

The final section outlined the future work which would be required upon production of the Plan Strategy.

It was agreed to recommend that the review of the Local Development Plan 2017 and Proposed Work Programme 2018 be noted.

5.1.9 Plan Preparation Checklist (Draft)

The Principal Planning Officer reminded the Committee that the Local Development Plan required a substantial evidence base upon which to base the plan but also to be robust to withstand independent examination.

A copy of a draft entitled Plan Preparation Checklist from the Department for Infrastructure had been furnished to the Committee, which was a self-assessment tool but placed significant emphasis on the individual Council to have a sound Plan. It was noted that the draft Plan Preparation Checklist set out procedural tests and coherence and effectiveness tests in relation to soundness referring the Council to "Development Plan Practice Note 06 "Soundness."

The Principal Planning Officer outlined the key questions within each of the other four main sections of the Checklist. In each section key questions were posed with example evidence of how the question may be answered with supporting information.

The Principal Planning Officer reported that this Council was currently drafting the Plan Strategy Document and elaborated on the 13 separate questions that had been listed, it being noted that each question required an evidence base to provide a satisfactory answer.

It was also noted that while some of these studies were underway others were outside of the Council's control (for example Transport and Housing Market Analysis). Therefore substantial new risks had been identified in the preparation of the Local Development Plan with the Local Development Plan Team and the Council was now faced with certain issues

5.1.9 Plan Preparation Checklist (Draft) (Cont'd)

beyond its control while also placing significant additional burdens of evidence gathering and assessment on the team.

5.1.9.1 Guidance Note LDP and Soundness

The Principal Planning Officer reported that in connection with the above-mentioned Checklist there was the potential that the draft Guidance Note for Members in developing the Local Development Plan, which was presented to the February Committee, may need revised. Consequently at the meeting of Council held on 27 February 2018 this item was referred back to the Committee for further consideration. Associated with this Members had requested further clarity to be incorporated within the Guidance Note which it is proposed now to revisit.

It was agreed that:

- a) the significant risks to the timeline in the preparation of the Local Development Plan that had now been introduced be noted, and
- b) the referral of the Guidance Note as agreed by the Council at its meeting on 27 February 2018 and the need to refresh the Guidance in light of the Plan Preparation Checklist (Draft), be noted.

The items for noting (5.1.5 – 5.1.9) were proposed by Alderman W J Dillon and seconded by Councillor A P Ewing.

The Principal Planning Officer left the meeting at 7.30 pm.

5.2 Report by Head of Economic Development

It was proposed by Councillor T Mitchell, seconded by Councillor A P Ewing and agreed that the report and recommendations of the Head of Economic Development be adopted subject to any decisions recorded below.

Items for Decision

5.2.1 Presentation – Tourism NI

To be received later in the meeting (item 6.1 refers).

5.2.2 Presentation – Lisburn & Castlereagh City Council's New Draft Tourism Strategy

To be received later in the meeting (item 6.2 refers)

5.2.3 Lisburn and Castlereagh Food and Drink Branding and Events' Campaign 2019

The Committee had been furnished with a copy of a report on a new proposed marketing and event campaign concept that would collectively brand, co-ordinate and promote the extensive array of Food and Drink related events throughout the year as an extension of the Made in Lisburn Castlereagh brand.

The Head of Economic Development reported that this new proposal would support a new initiative for the food and drink offering in Lisburn and Castlereagh as a key strand of the emerging Tourism Strategy. The proposal included PR activity to market and promote existing events, and would finish with a new celebration event possibly in the summer in Hillsborough village.

The Head of Economic Development reminded the Committee that tourism activities were planned for Hillsborough Village as part of the Hillsborough Tourism Master Plan on an ongoing basis. The Head of Economic Development also stated that the emerging Tourism Strategy would also provide a platform to build upon, as would the City Centre Master plan as it provided opportunities for redefining the footprint of our city centre to be more than a retail space. The Head of Economic Development drew Members' attention to the link with these proposals and the two events planned for London in April.

The Head of Economic Development advised that there would be merit in looking at best practice in this field and that recommendations would be brought back to Committee in this regard.

The Head of Economic Development and the Tourism Development Manager responded to comments from the Deputy Mayor, Councillor H Legge, in relation to the lack of events listed that were taking place in the Castlereagh area.

It was proposed by Alderman W J Dillon, seconded by the Deputy Mayor, Councillor H Legge and agreed to recommend that:

- a) the content of the report on a new proposed marketing and event campaign concept be noted, and
- b) a maximum of £10,000 from the Tourism Development budget to finance the development of this programme in 2018/19, with future consideration for 2019/20 to be developed within the estimates process, be agreed.

5.2.4 IEER Interreg Europe Learning Workshop, 22-23 March, Brussels

The Head of Economic Development reported that iEER was an Interreg Europe funded flagship project bringing together 10 regions around Europe. Initiated by a group of regions awarded with the European Entrepreneurial Region label, iEER would define smart paths and solutions to boost regional entrepreneurship ecosystems supporting young entrepreneurs.

5.2.4 IEER Interreg Europe Learning Workshop, 22-23 March, Brussels (Cont'd)

NILGA, representing Local Government in Northern Ireland, was leading the project locally across the province as one of the main partner organisations.

Details of a project workshop which was taking place in Brussels on 22-23 March 2018 had been furnished to the Committee.

The aim of the project workshop was to showcase the outputs of the project and demonstrate how regions and Local Authorities were driving entrepreneurial success, the main output of the event being the transferring of EER knowledge for Interreg Europe community and local and regional policy practitioners to identify gaps with the audience for future cooperation and policy development.

The Head of Economic Development reported that the Council had received a request from NILGA to nominate an appropriate Officer to accompany NILGA representatives to the above event. Key benefits for the Council included knowledge transfer and best practice on youth entrepreneurship and an opportunity to attend a national Interreg workshop aimed at developing future Interreg projects and funding opportunities. A future report would be presented to the Committee after the event, outlining key opportunities for the Council as a result of the project.

It was noted that all travel and accommodation costs for the Council representative would be covered, and that Lisburn & Castlereagh City Council was the only Northern Ireland Council invited to attend.

It was proposed by Alderman S Martin, seconded by Councillor T Mitchell, and agreed to recommend that an appropriate officer, as agreed by the Director of Service Transformation, attend the iEER Interreg event in Brussels from 22-23 March 2018 as detailed above.

5.2.5 Princes Trust Lisburn Castlereagh Development Awards – Evaluation Report and Updated Proposal 2018-2019

Alderman W A Leathem left the meeting during consideration of this item (7.27 pm).

The Head of Economic Development reminded the Committee that the Princes Trust had been awarded £10,000 in 2016 to enable the successful 'Development & Will It Work' Awards scheme to be available to young people in the Lisburn & Castlereagh City Council area. The project afforded 46 young people from a disadvantaged background access to training and employment or support to consider self-employment as a viable career option.

A copy of the final project report had been furnished to the Committee and provided an overview of the key outputs achieved and details a number of case studies.

5.2.5 Princes Trust Lisburn Castlereagh Development Awards – Evaluation Report and Updated Proposal 2018-2019 (Cont'd)

It was agreed to recommend that:

- a) the content of the project evaluation report on the Partnership Proposal for Lisburn & Castlereagh City Council be noted,
- b) given the success to date the Committee supports the project again in 2018-2019,
- c) an enhanced match funding budget of a maximum of £18,000 be agreed to further develop the Lisburn Castlereagh Princes Trust Youth scheme to support young people who face barriers to education, training and employment including self-employment in the Lisburn Castlereagh area.

5.2.6 Heathrow Logistics Hub – Update

Further to the update at the February meeting of the Committee on the Heathrow Logistics Hub initiative, the Head of Economic Development reported that Mid and East Antrim Council had proposed that there now be a consolidation of bidders from Northern Ireland and that only one bid be taken forward on behalf of Northern Ireland. Initial discussion with the other bidders had suggested that this was unlikely. Invest Northern Ireland had directed the interested parties to discussion with the Northern Ireland Chamber of Commerce who were promoting supply chain opportunities and were in close liaison with Heathrow Procurement Team for further discussion.

The Head of Economic Development reported that Heathrow had now confirmed their intention to visit two sites on 14 March 2018, namely; North Foreshore and Silverwood Business Park, it being noted that the Economic Development Unit would liaise with Belfast City Council and Armagh City, Banbridge & Craigavon Borough Council to coordinate and develop an itinerary for both site visits.

It was agreed to recommend that the Chairman, or his nominee, and appropriate Council Officers participate in the planned site visits by Heathrow on 14 March 2018 which would demonstrate the partnership approach to the development of the Heathrow Logistics Hub on these sites.

5.2.7 Rural Village Renewal Project: Dromara Financial Appraisal

The Committee had been furnished with a copy of the Financial Appraisal for the delivery of the Dromara Rural Village Renewal Project which had been agreed by the Council's Financial Services unit.

It was agreed to recommend that the Financial Appraisal for the delivery of the Dromara Rural Village Renewal Project be agreed.

5.2.8 Lisburn Chamber of Commerce Membership

The Head of Economic Development reminded the Committee that the Council recently agreed that, in partnership with Lisburn Chamber of Commerce and InterTradeIreland, the Council would support a Brexit-based information session in February 2018 for local companies with access to 'Prepare to Plan' vouchers.

The Head of Economic Development reported that given the success of the Brexit-based information event and advantages of partnering with key enterprise organisations, it was proposed the Council would become a member of the Chamber of Commerce at an annual cost of £300. The benefits of becoming a full member being:

- Opportunity to further strengthen the Council's business network
- Invitation to formal and informal networking events as well as business site visits
- Platform to represent and champion the Council as a supporter of the Chamber and local business community

It was noted that membership would also include attendance at all future Chamber Membership events, including the next Chamber event on 22 March at Hillsborough Castle, providing an insight into Hillsborough Castle's Development Plans.

It was agreed to recommend that the Council becomes a member of Lisburn Chamber of Commerce from March 2018 at an annual membership fee of £300.

5.2.9 Submission of Stage 2 Application – INTERREG North West Europe Programme – Support for Social Entrepreneurs – (SuNSE)

The Head of Economic Development reminded the Committee that the Council had been successful as part of a step 1 application for funding under the INTERREG North West Europe Programme being led by the Highlands & Islands Enterprise.

The Head of Economic Development advised that the project aimed to increase social entrepreneurship opportunities within the Council area by piloting a range of diverse business support models. If successful, the Council would have the opportunity to partner with economic development organisations from France, Holland, Switzerland and the Republic of Ireland as part of an overall bid estimated at £3 million to be shared amongst all partners.

A copy of the proposal had been furnished to the Committee.

The Head of Economic Development also reminded the Committee that at the October meeting of Full Council it had been agreed that the Council continues to work in collaboration with the Highlands & Islands Enterprise to develop a detailed step 2 application to be submitted in mid-March 2018. It was envisaged that if successful there was significant potential to use this investment to expand the scope of current Council initiatives in particular the Social Enterprise Support Programme.

5.2.9 Submission of Stage 2 Application – INTERREG North West Europe Programme – Support for Social Entrepreneurs – (SuNSE) (Cont'd)

The Committee was advised that the focus of the application had changed from that detailed in the report circulated and was no longer restricted to targeting participants from rural areas and youth unemployed which significantly widened the scope for potential impact across all sectors within the Council area.

The deadline for the stage 2 application submission was 20 March 2018 and it was expected that the Council would request grant of £177,000 representing 60% of total programme costs of £295,000 for administrative costs and resource costs linked to developing a programme of capacity building support to new and existing social enterprises and capital grant for pilot social enterprise hubs. If successful the Council would be obliged to match fund the remaining £118,000 over a 4 year period (£29,500 per annum).

It was expected that successful applicants would be advised by June 2018 and, if successful, the Council would be obliged to give notice of acceptance of grant award within a limited timeframe during the summer months subject to agreement by the Council of the Financial Appraisal.

It was proposed by Councillor J Gallen, seconded by Alderman S Martin, and agreed to recommend that the Council proceeds with submission of the aforementioned stage 2 application by 20 March 2018 and that Members consider the associated Financial Appraisal at a future meeting.

5.2.10 Balmoral Show Funding Request

The Head of Economic Development reported that the 2018 Balmoral Show would be staged at Balmoral Park, Maze Long Kesh from Wednesday 16 to Saturday 19 May. The Council would once again be showcasing over 20 City Centre retailers and other businesses within the large marquee near the front entrance, similar to previous years. This promotion was aimed at creating awareness throughout the whole of the Council area and beyond for the quality products on offer in Lisburn City Centre.

It was noted that in addition to this promotional activity, the organisers had approached the Council to explore the opportunity of taking out sponsorship once again at Balmoral Show for the CARAS Awards. The Council for Awards of Agricultural Societies (CARAS) made awards of merit to individuals concerned with the development of agriculture in all its aspects. The awards recognised not only achievement in practical farming and the development of new husbandry practices but also embraced research, technological, economic, educational and administrative achievement contributing to the efficiency and well-being of agriculture.

A summary proposal from the Royal Ulster Agricultural Society (RUAS) had been furnished to the Committee for consideration.

5.2.10 Balmoral Show Funding Request (Cont'd)

In response to comments from Councillor U Mackin regarding the misunderstanding around the timing of a reception to be attended by The Right Worshipful the Mayor at the Balmoral Show the previous year, the Director of Service Transformation undertook to write to the President of RUAS to ensure that a similar inconvenience and embarrassment would not happen again this year.

The Head of Economic Development responded to questions from Councillor A P Ewing in regard to the City Centre retailers securing space in the Council's marquee at the 2018 Show. The Head of Economic Development reminded the Committee that the original purpose was to showcase the City Centre retailers within the idea of 'town meets country.' The Head of Economic Development also advised that space in the marquee had been allocated to the 'Made in Lisburn & Castlereagh' brand, with a huge interest from local companies.

It was proposed by Councillor S Skillen, seconded by Councillor J Baird, and agreed to recommend that the sponsorship request of £750 be acceded to and that the Council avails of the opportunities attached to the proposal.

Items for Noting

5.2.11 Rural Tourism Scheme (DAERA)

The Head of Economic Development reminded the Committee that Officers had to submit an Expression of Interest for funding a Digital Sculpture Trail in Hillsborough Forest as part of the Rural Tourism Scheme administered by DAERA.

The Head of Economic Development reported that the proposed Digital Sculpture Trail had been successful in being shortlisted to the Application Stage of the funding programme. Copy of correspondence from the Department had been furnished to the Committee, it being noted that a number of criteria was required to be met before a full application could be submitted, including completion of Economic Appraisal, Procurement of Construction Work/ Services, and securing Long term Tenure for the site.

The Head of Economic Development advised that the Economic Appraisal had been completed already, and that procurement of construction works would follow the securing of long term tenure for the site.

The Head of Economic Development reported that the Council's insurance broker had confirmed that its insurance policy could be bought to bear on the forest project, with further details to be provided to the Committee in due course.

The Director stated that the Hillsborough Forest project, along with other projects contained within the Head of Economic Development's report, linked in with the Council's emerging tourism strategy and referred to the significance of the forthcoming Tower of London and Westminster events.

5.2.11 Rural Tourism Scheme (DAERA) (Cont'd)

It was agreed that Committee notes the update on the Rural Tourism Scheme.

6. Deputation

6.1 Tourism NI - Presentation

The Chairman, Alderman A G Ewart, on behalf of the Committee, extended welcomed Mr McGrillen, Chief Executive, and Tourism NI.

Mr McGrillen thanked the Committee for the invitation to make a presentation and with the aid of PowerPoint proceeded to present an overview of Tourism NI's emerging strategy, including the ambitious targets being set for the Province and the overarching themes for development of the strategy.

During the presentation Mr McGrillen discussed the following:

- Tourism 2030
- Opportunity – Core Markets
- Market Segments – Golf Tourism, Screen Tourism, Cruise Tourism and Business Tourism
- World Class Visitor Experiences (Events and Festivals)
- Business Growth Programme – Priority Actions
- Creation of an Enabling Environment

Following the presentation, Mr McGrillen responded to questions from the Committee in connection with a number of issues arising out of the presentation.

Councillor A Givan entered the meeting at 8.18 pm.

The Chairman thanked Mr McGrillen for his comprehensive presentation following which Mr McGrillen left the meeting (8.39 pm).

It was agreed to recommend that the presentation by Tourism NI be noted.

6.2 Presentation by the Tourism Development Manager - Draft Tourism Strategy & Action Plan for the Council Area

The Head of Economic Development advised that the Council's Tourism Development Manager was in attendance at the meeting in order to present to the Committee on the new Draft Tourism Strategy & Action Plan for the Council area.

The Head of Economic Development reminded Members that Tourism NI provided £5,000 financial assistance towards the Council's Tourism strategy, and explained this Strategy linked the tourism objectives to the Council's Corporate Plan, Community Plan and Local Development Plan. The Tourism Strategy and Action Plan would form the road map for

6.2 Presentation by the Tourism Development Manager - Draft Tourism Strategy & Action Plan for the Council Area (Cont'd)

tourism activity over the next five years, setting out clear direction and outcomes for all tourism work across the City.

It was noted that the Council's Tourism Strategy would be launched at a special Networking Evening in the Tower of London on 17th April 2018 in partnership with Historic Royal Palaces.

The Chairman, Alderman A G Ewart, on behalf of the Committee, extended welcomed to the Tourism Development Manager.

With the aid of PowerPoint the Tourism Development Manager proceeded to present an overview of the new Draft Tourism Strategy & Action Plan for the Council area. During his presentation the Tourism Development Manager elaborated on the following:

- A vision for tourism 2018-2022
- New Strategy 2018-2022
- Five year target for growth
- Focus (the Gem, Hillsborough, Refinement, Collaboration, Infrastructure and Broadening the Charm)
- Branding and Marketing
- Next Steps

Alderman S Martin left the meeting at 8.53 pm and returned at 8.55 pm.

Alderman W J Dillon and Councillor J Baird left the meeting at 9.01 pm. Councillor J Baird returned again at 9.03 pm.

Following the presentation, the Tourism Development Manager responded to a question in connection with the proposal to increase overnight stays in the Council area and the lack of hotel accommodation in the Council area.

The Chairman and thanked the Tourism Development Manager for his presentation. The Director also thanked the Tourism Development Manager and his team for their efforts.

It was proposed by Alderman S Martin, seconded by Councillor T Mitchell, and agreed to recommend that the presentation on the Council's new Tourism Strategy be agreed and that the launch event details be noted.

The Tourism Development Manager left the meeting (9.10 pm).

At this point in the meeting the Director of Service Transformation apologised for the lateness in uploading some of the Committee reports for the meeting which had been due to the adverse weather the previous week when a significant number of staff had been unable to get into work.

7. Report by the Director of Service Transformation (Continued)

7.2 Report by Community Planning Manager

It was proposed by Councillor U Mackin, seconded by Councillor J Gallen, and agreed that the report and recommendations of the Community Planning Manager be adopted subject to any decisions recorded below.

In the absence of the Community Planning Manager the Director presented her report.

Items for Decision

7.2.1 Youth Council

The Committee was reminded that the Youth Council had been launched on 25 January 2018, and reported work had started with the young people on the next phase of their development including capacity building and leadership and citizenship skills training. It was also important the Youth Council understood its role and relationship with the Council, and in this regard a Memorandum of Understanding and a Terms of Reference were being developed and which would be brought to the Development Committee in due course.

The Committee noted from the report that the Youth Council had been developed using a model not previously tried and it had been so successful that the Education Authority (EANI) was keen that it was rolled out in the other ten Council areas. It was being described as community planning in action as it had involved successful partnership working and pooling of several small amounts of funding which had amounted to enough to employ a dedicated senior youth worker for the project. Also, at a recent Department for Communities and NICCY event, this Council's Youth Council model had been promoted and, as a result, the Public Health Agency had offered to part fund the project in the incoming year.

The Committee was advised that the initial funding of the Youth Council had come from the PSNI, PCSP, Good Relations and PEACE IV and had been held centrally in the Community Planning budget and then paid to the Education Authority on receipt of an invoice. Education Authority also used its own resources to fund the project. Approval had been granted for this approach at a meeting of the Governance and Audit Committee in June 2017. The Development Committee was now therefore requested to consider approving the same process to be followed in the 2018/2019 financial year.

It was proposed by Councillor J Gallen, seconded by Councillor T Mitchell, and agreed to recommend that the pooled finance to EANI to cover the cost of the Youth Council project, as outlined above, be agreed.

Item for Noting

7.2.2 Update on Community Planning

The Committee was advised that the next meeting of the Strategic Community Planning Partnership would take place on 22 March 2018. The partners would have the opportunity to discuss and sign the new Partnership Agreement which reflected the next phase in the community planning process and the associated roles and responsibilities. Once the Agreement had been approved the Partnership would be in a position to elect a new Chairman and Vice Chairman.

A copy of the Partnership Agreement had been furnished to the Committee.

It was noted that the partners had had a number of weeks to review the draft Action Plan and a number of comments or suggested changes had been returned.

A copy of the latest version of the draft Action Plan had been furnished to the Committee, together with a copy of the draft work plan for the Community Planning Manager outlining the planned work programme for the next 18 months.

Alderman S Martin referred to the issue he had raised at the previous meeting of the Committee regarding the need to ensure the correct conflict of interest procedures and training were in place for the Action Leads in the draft Community Plan and requested that his comments be included in the Community Plan Draft Action Plan.

The Director responded to comments from Councillor U Mackin in connection with an issue raised under point 4(b) Key Issues - Armed Forces Covenant in the Draft Work Plan document, in particular the reference to 'health family'.

It was agreed to recommend that the update on Community Planning as outlined in the Community Planning Manager's report be noted.

Councillor U Mackin commended the achievement of the Community Planning Manager in bringing the various agencies together within the Council's Community Planning function and asked that the Director convey his sentiments to the Officer concerned.

7.4 Proposed Abandonment at Ballybeen Park, Dundonald

The Committee had been furnished with a copy of a letter and plan received from the Department for Infrastructure regarding the proposed abandonment at Ballybeen Park, Dundonald

It was agreed to recommend that the proposed abandonment at Ballybeen Park, Dundonald be agreed, there being no comments from Members present at the meeting.

Items for Noting

7.5 Promoting a Culture of Lawfulness

The Committee had been furnished with a copy of correspondence and an associated framework to promote a culture of Lawfulness, received from the Department for

7.5 Promoting a Culture of Lawfulness (Cont'd)

Communities, in respect of funding contribution in Tackling Paramilitary, Criminality and Organised Crime. The Director reported that the Department were providing £10,000 across the community planning partnerships, and that this correspondence would be discussed at the Strategic Planning Partnership.

It was agreed to recommend that the Committee note the correspondence from the Department for Communities and proposed funding contribution, as outlined.

7.6 Special Meeting of the Development Committee

It was noted that following consultation with the Chairman of the Committee it was proposed to schedule a Special Meeting of the Development Committee on Wednesday 21 March 2018 at 7.00 pm. The purpose of this Special Meeting was to consider the findings and recommendations of the Lisburn Commerce Against Crime review.

7.7 Budget Report

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 January 2018.

The Director and The Head of Economic Development responded to a question from Councillor U Mackin in relation to the current total net overall position as at 31 January 2018.

8. 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.

The Chairman, Alderman A G Ewart, advised that the business in the confidential report was required to be considered "In Committee" due to the following reasons:

- 8.1 2018 Revision of the West Lisburn Development Framework (WLDF)
Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)
- 8.2 Belfast Region City Deal – Update
Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)
- 8.3 Land At M1 Motorway, Dunmurry - Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)

- 8.4 Hillsborough Public Realm Scheme: Consultation Update - Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)
- 8.5 Update on Outcome of the Successful Tender for the LDP Office Study - Confidential due to containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information)
- 8.6 Temporary Contracts within Service Transformation Directorate - Confidential due to: a) containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information) b) confidential due to containing information relating to any individual, and which is likely to reveal the identity of an individual
- 8.7 Creation of New Head of Service within Service Transformation Directorate Confidential due to: a) containing information relating to the financial or business affairs of any particular organisation(s) concerned (including the Council holding that information) and b) confidential due to containing information relating to any individual, and which is likely to reveal the identity of an individual
- 8.8 Risk Registers - confidential due to containing information relating to the financial or business affairs of any particular organisation(s) (including the Council holding that information)
- 8.9 Rolling Year Absence Figures for the Service Transformation Department Confidential due to containing information which is likely to reveal the identity of an individual

It was proposed by Alderman S Martin, seconded by Councillor A P Ewing, and agreed that the Confidential Business be considered "In Committee" in the absence of press or members of the public.

"In Committee"

Items for Decision

8.1 2018 Revision of the West Lisburn Development Framework (WLDF)

The Committee had been furnished with a copy of the report and presentation that had been delivered at a workshop in connection with the West Lisburn Development Framework on Tuesday 13 February 2018.

A discussion ensued during which the Director responded to questions from Councillors U Mackin, A P Ewing and J Baird.

It was proposed by Councillor J Baird, seconded by Councillor A Givan, and agreed to recommend that:

8.1 2018 Revision of the West Lisburn Development Framework (WLDF) (Cont'd)

- a) Officers seek an independent second opinion on the socio-economic analysis at a cost of up to £5000 and that depending on the outcome, costs for the revision of the framework document are renegotiated with the original consultants, and
- b) the 2018 review is completed following the independent analysis and the initiative is taken forward as a Masterplan within the context of the Local Development Plan.

8.2 Belfast Region City Deal – Update

The Director reported that a number of workshops had been hosted, including one for Elected Members on 12 January 2018 in Newry, Mourne and Down Council, following which key infrastructure, tourism and innovation and employment projects had been identified by each of the participating Councils and submitted as part of the overall Belfast Region City Deal project development, for further consideration and prioritisation.

The Committee had been furnished with

- a) an updated submission in line with the KPMG Templates for each of the Council's agreed projects
- b) a copy of a draft of the proposed Industrial Strategic Framework which included comments that reflected Council priorities from an Economic Development perspective and Local Development Plan perspective, and
- c) a copy of the presentation reflecting a workshop on the Skills Programme for the Belfast Region City Deal.

The Director noted comments from the Committee in relation to governance issues relating to the Belfast Region City Deal initiative and also the role of the Council's eight representatives nominated to the Belfast Region City Deal initiative.

It was proposed by Councillor J Gallen, seconded by Alderman S Martin, and agreed to recommend that the Committee:

- a) considers and reviews the Draft Industrial Strategy and submits any comments to the Economic Development Unit by Friday, 16 March 2018
- b) considers and reviews the refined templates, as circulated, inclusive of the Innovation Centre in partnership with SERC, for the priority projects and submits any comments to the Economic Development Unit by Friday, 16 March 2018
- c) ensures consistency in representation within the Elected Member forum under the Belfast Region City Deal draft governance
- d) notes the progress of the skills framework within the Belfast Region City Deal, and

8.2 Belfast Region City Deal – Update (Cont'd)

- e) notes that, given the tight timelines being demanded, submissions were having to be posted prior to full Council approval however the governance allowed these to be withdrawn should Council not endorse the projects being tabled.

On a proposal by Alderman S Martin and seconded by Councillor U Mackin, it was agreed that the Council's Chief Executive deliver a briefing on the Belfast Region City Deal initiative to the eight Members nominated to this initiative in order to ensure consistency and clarity going forward.

8.3 Land at M1 Motorway, Dunmurry

The Director updated the Committee in respect of the above matter. A copy of a map of the location had been circulated to the Committee.

It was agreed to recommend that the Council rescinds its previous decision to express an interest in the piece of land alongside the M1 Motorway at Dunmurry, it being noted that this supported the approach of the Lagan Navigation Trust as project sponsor in a land transfer through the Community Assets Transfer process.

8.4 Hillsborough Public Realm Scheme: Consultation Update

The Director reminded the Committee that it had agreed the approach to the consultation process for the Hillsborough Public Realm Scheme in October 2017.

The Committee had been circulated with a copy of a report detailing the consultations that had taken place, including a summary of the outcomes of the public consultation exercise, an update on the Planning Application along with an outline of the next steps in the process.

It was agreed to recommend that the Committee:

- a) approves the review of the design team appointment, as outlined by the Director,
- b) if required, approves the use of a procurement framework solution in the appointment of new lead consultancy team to ensure there were no delays, and
- c) notes the update on the consultation process and next steps in relation to the Hillsborough Public Realm Scheme.

8.5 Update on Outcome of the Successful Tender for the LDP Office Study

The Committee had been furnished with a copy of the tender evaluation report in respect of the Office Capacity Study.

It was recommended that the Committee agrees the preferred tenderer in relation to the Office Study, as detailed in the Director's Report, it being noted that the preferred tender

8.5 Update on Outcome of the Successful Tender for the LDP Office Study (Cont'd)

was the superior submission and demonstrated clearly a more detailed understanding and appreciation of what was required. Further outcomes of the Report would be presented to Development Committee as necessary once complete.

8.6 Temporary Contracts within Service Transformation Directorate

The Committee had been furnished with a report detailing the proposals for the current temporary working arrangements within Service Transformation Directorate. The proposals related to two posts within the Directorate. In relation to the proposal for the permanent post the Director of Service Transformation emphasised that this post was supporting the statutory function.

The Director responded to questions in relation to the proposals for the filling of the Statistician post, as outlined in the Director's report.

It was proposed by Councillor T Mitchell, seconded by Councillor A Givan, and agreed to recommend that the proposals as outlined in the Director's report be agreed in principle, it being noted that the above proposals would be considered further through Corporate Services Committee in due course.

Items for Noting

8.7 Creation of New Head of Service within Service Transformation Directorate

The Director outlined the proposal to take forward the first of the senior posts within the previously agreed structure within the Service Transformation Directorate. The Director reported that the new Head of Service post would manage the Planning function and support the Director in the Area Plan Development.

The Director reported that a further report would be brought to the Capital Projects Committee in respect of creating organisational capacity building for capital project delivery.

Comments were noted from Alderman S Martin and Councillor U Mackin in respect of the Council's Efficiency Working Group and the desire of the Group to progress matters more quickly.

It was proposed by Councillor T Mitchell, seconded by Councillor U Mackin, and agreed that the Director's report in respect of the new Head of Service Post within the Service Transformation Directorate be noted.

Councillor S Skillen left the meeting at 9.48 pm.

8.8 Risk Registers

The Committee had been furnished with and noted the content of the undernoted Risk Registers within the Service Transformation Directorate:

- Community Planning
- Economic Development
- Planning
- Local Development Plan
- Service Transformation Directorate

The Committee had been furnished also with a copy of the management response to the draft audit which had been presented to the December meeting of the Governance & Audit Committee, the content of which was noted.

8.9 Rolling Year Absence Figures for the Service Transformation Department

Councillor S Skillen returned to the meeting at 9.50 pm.

The Committee had been furnished with, and noted the content of, a table showing rolling year absence figures for the Service Transformation Department to 31 January 2018.

Additional Confidential Report by the Director of Service Transformation

8.10 Land and Property Services Correspondence

The Committee had been furnished with a copy of a letter from Land & Property Services to the Council's Chief Executive with regard to the Local Government Northern Ireland Mapping Agreement, together with a final copy of the Renewal Agreement. Members were advised that the Council must sign this agreement document in order to benefit from the Mapping Agreement for Councils.

The Director outlined the benefits likely to accrue to Local Government as a consequence of signing up to the Mapping Agreement as outlined in the document circulated, it being noted that Land & Property Services had offered to make a presentation to Members on the Mapping Agreement and the derived benefits to councils.

It was proposed by Alderman S Martin, seconded by Councillor U Mackin, and agreed to recommend that the Council signs the Renewal Agreement in connection with the Local Government Northern Ireland Mapping Agreement.

It was proposed by Councillor A Givan, seconded by the Deputy Mayor, Councillor H Legge, and agreed to come out of Committee and normal business was resumed.

Resumption of Normal Business

9. Any Other Business

9.1 Date of April Meeting of the Committee
The Chairman, Alderman A G Ewart

The Chairman advised the Committee that due to the April meeting of the Committee falling within the Easter Week it was proposed that the meeting be moved to the following week, Wednesday 11 April 2018.

The Director reported that an update on the Council's Car Parking Strategy and the ERDF programme would be brought to the April meeting of the Committee.

9.2 Tower of London and Westminster Events – April 2018
Alderman S Martin

Alderman S Martin requested that a pre-briefing be arranged for those Members attending the Tower of London and Westminster events on 17 and 18 April 2018.

There being no further business the meeting terminated at 9.54 pm.

Mayor/Chairman