

**LISBURN & CASTLEREAGH CITY COUNCIL**

**Minutes of the Monthly Meeting of Council held in the Island Civic Centre,  
The Island, Lisburn on Tuesday, 26 May 2015, at 7.00 pm**

**PRESENT:**

The Right Worshipful the Mayor  
Councillor R T Beckett

Deputy Mayor  
Councillor A Redpath

Aldermen W J Dillon MBE, A G Ewart,  
M Henderson MBE, T Jeffers, W A Leathem,  
S Martin, S P Porter, G Rice MBE and J Tinsley

Councillors N Anderson, B Bloomfield, R Butler,  
S Carson, P Catney, A P Ewing, J Gallen,  
O Gawith, A Girvin, A Givan, J Gray MBE,  
A Grehan, B Hanvey, V Kamble, H Legge,  
U Mackin, J McCarthy, B Mallon, T Mitchell,  
T Morrow, John Palmer, L C Poots, S Skillen,  
M H Tolerton and R Walker

**IN ATTENDANCE:**

Lisburn & Castlereagh City Council

Chief Executive  
Director of Corporate Services  
Director of Development and Planning  
Director of Leisure and Community Services  
Director of Environmental Services  
Director of Finance and IT  
HR Business Partner  
Assistant Director of Corporate Services (MCU )  
- Alison Goddard  
Assistant Director of Corporate Services (Central  
Support)  
Transition Manager – Ian Wilson  
Community Planning Manager  
IT Officer  
Member Services Officer  
Attendance Clerk

**Commencement of Meeting**

The Right Worshipful the Mayor, Councillor R T Beckett welcomed everyone present to the May Meeting of Council.

## Prayers

At the invitation of The Right Worshipful the Mayor, Councillor R T Beckett, Pastor Jimmy Ritchie addressed the Council and read a passage of scripture followed by prayers.

At this juncture, the Right Worshipful the Mayor, Councillor R T Beckett expressed his condolences in relation to the following

- Mr Sidney Lipsett, who passed away and was employed as a Golf Course Ranger at Castlereagh Hills Golf Club
- Mrs Heather Spence, Administrative Assistant, Technical & Environmental Services, whose mother, Mrs Elizabeth Patton, passed away following a long illness
- The passing of Frances McShane, father of Ms Collette McShane, a swimming teacher at Lagan Valley LeisurePlex

The Right Worshipful the Mayor also advised Members of the sad passing of a former Councillor of Lisburn City Council, Mr Ronnie Campbell.

### **1. Business of the Right Worshipful The Mayor**

The Right Worshipful the Mayor, Councillor R T Beckett, wished to congratulate Mr Jeffrey Donaldson on his re-election as an MP as well as those other MP's who bordered the Lisburn & Castlereagh City Council area.

At this point, the Right Worshipful the Mayor reported on the undernoted engagements that he had attended during the month of May 2015.

- The Right Worshipful the Mayor advised Members that he had been particularly honoured to have been granted a private audience with HRH the Duke and Duchess of Cornwall at a private event at Hillsborough Castle, which had been arranged through the Chief Executive. He advised that he had been able to discuss matters pertaining to local government reform and social deprivation with HRH Duke of Cornwall during the event

Also during the event, the Right Worshipful the Mayor, advised that he had been able to discuss the role of the Hillsborough Old Guard with an Official from Historical Royal Palaces

- The Right Worshipful the Mayor congratulated Officers on the excellent 'Visit Lisburn' stand at the Balmoral Show which had generated excellent feedback as a result
- Hazama Judo Club – a disability sports event at Maghaberry Community Centre

- The opening of Lisburn 98 FM Radio Show's refurbished studio at the South Eastern Regional College
- A reception was hosted for the visiting Ladies' Volleyball team from the John Brown University, Arkansas, USA.
- The Beacon Lighting Ceremony at Lagan Valley Island to commemorate VE Day.

The Right Worshipful the Mayor commended the Assistant Director of Corporate Services (Central Support) and those officers involved with the success of this event, given the very short timeframe to organise it.

## **2. Apologies**

It was agreed that apologies for non-attendance at the Meeting be recorded on behalf of Alderman D Drysdale, Councillor Mrs Jenny Palmer and Councillor J Baird.

At this juncture, The Right Worshipful the Mayor, Councillor R T Beckett, reported that in line with new legislation, the proceedings of the Meeting were being recorded.

## **3. Declaration of Conflicts of Interest**

Members were invited to declare conflicts of interest and to complete Declaration of Conflict of Interest forms in this regard. The following Declarations of Conflicts of Interest were declared:

Councillor U Mackin declared an interest in item 6.1 of the Minutes of Corporate Services Committee - "Beechlawn School, Hillsborough – 6<sup>th</sup> Form Entry"

Councillor A Redpath declared an interest in item 6.1 of the Minutes of the Corporate Services Committee on the basis that he sat on the Board of Governors at Beechlawn School.

Councillor A Ewing declared an interest in item 6.1 of the Minutes of the Corporate Services Committee on the basis that a family member worked at the School.

Alderman A G Ewart declared an interest in relation to items 5.7 and 5.10 of the Development Committee Minutes, in his capacity as a Special Advisor to the Department for Social Development, and on any issues pertaining to the Department for Social Development.

## **4. Minutes - Meeting of Council held on 28 April 2015**

It was proposed by Alderman J Tinsley, seconded by Alderman A G Ewart and agreed that the Minutes of the Meeting of Council held on 28 April 2015 be adopted and signed.

## 5. Matters Arising

There were no matters arising from the Minutes of the Meeting of Council held on 28 April 2015.

## 6. Business required by Statute

### 6.1 Sign Treasurer's Advice Notes

It was proposed by Alderman A G Ewart, seconded by Alderman M Henderson and agreed that approval be given to the payments being made, as listed in the schedules and that the Treasurer's Advice Notes be signed on behalf of the Council.

### 6.2 Legal Document

Following a proposal by Alderman A G Ewart, which was seconded by Alderman M Henderson, the following legal document be signed at the Meeting:-

- Lisburn & Castlereagh City Council, MOD and the Community Covenant Partnership – Letter of Offer in relation to terms and conditions for accepting funding from the Community Covenant Scheme in relation to St Patricks GAC, Kirkwoods Road, Lisburn

## 7. Report of Committees and Adoption of Recommendations

It was agreed that the Minutes and Recommendations of the undernoted Meetings be adopted, subject to any changes or additions recorded below:-

### **Environmental Services Committee**

**6 May 2015**

Proposed by Councillor B Harvey  
Seconded by Councillor T Mitchell

### **Governance & Audit Committee**

**12 May 2015**

Proposed by Alderman W A Leathem  
Seconded by Councillor V Kamble

### Matters Arising

#### Page 101 Item 5.3

Alderman W A Leathem asked that this item be referred back to Committee for further consideration.

It was agreed that, in the interim, the Governance & Audit Committee would receive delegated authority to enable the process to continue to move forward.

#### Page 100 Item 5.1

Alderman S Martin wished to thank the Chairman, Vice-Chairman and Officers for their tireless work in resolving a number of queries arising from the paper prepared by the Department of Environment Reform Team in relation to Standing Orders.

He thanked the Committee for agreeing to take the original recommendation back for legal advice, but expressed concerns that this matter would have to be re-visited by the Council in the future should the Northern Ireland Executive re-visit the legislation.

### **Corporate Services Committee**

**12 May 2015**

Proposed by Alderman J Tinsley

Seconded by Councillor A Grehan

#### Matters Arising

##### Page 121 Item 6.1

Councillor U Mackin recorded his thanks to the Committee and Members for their response to this issue, which had caused distress and uncertainty to pupils and families alike

He expressed his disappointment that, to date, the South East Area of the Education Authority had still not granted permission for Beechlawn School to write out to the new intake of 6<sup>th</sup> form pupils for acceptance on their school register. He reiterated that mainstream schools had already notified their 6<sup>th</sup> form pupils and he expressed concern at the possible discriminatory implications.

He paid tribute to Beechlawn School and its staff and pupils following their excellent report received from the Schools Inspectorate

It was therefore proposed by Councillor U Mackin, seconded by the Deputy Mayor and agreed that a delegation from the Council would meet with the Minister for Education, along with representatives of the school to expedite the situation regarding the 6<sup>th</sup> form intake. However, it was further agreed that this meeting be delayed for one week to enable the Education Authority to respond in the interim.

##### Page 116 item 5.8

Alderman Jeffers referred to the proposed meeting with Translink and referred to the Old Dundonald Road route between Dundonald Ice Bowl and Comber Road, which included Coronation Park, Wanstead and other highly populated areas.

He expressed concern that there was no public transport facility along this route as Translink had stated that it was unsuitable to accommodate their new vehicles.

It was proposed by Alderman T Jeffers, seconded by Councillor T Morrow and agreed that the Council would write to the Minister for the Department for Regional Development asking that he urgently takes this matter up on the Council's behalf.

Councillor B Harvey referred to the Park & Ride facility at the Cairnshill location and the Corporate Services Committee's previous decision to voice its concerns regarding the waiting facility. He was therefore disappointed to advise that the waiting facility at Cairnshill Park & Ride had been closed today, despite the excellent level of usage at the facility.

It was proposed by Councillor B Harvey, seconded by Councillor Anderson and agreed that a letter be sent to Translink expressing the Council's disappointment at the closure of the waiting facility at the Cairnshill Park & Ride location and asking that they urgently review the situation given the benefits to its users and in light of the winter months ahead.

### **Development Committee**

**13 May 2015**

Proposed by Alderman A G Ewart  
Seconded by Councillor S Skillen

#### Matters Arising

##### Page 133 item 7.2

Councillor S Skillen commended Council Officers and staff on the excellent Visit Lisburn Stand at the Balmoral Show 2015 which had successfully showcased local businesses and had made people from other areas aware of the retail opportunities within Lisburn City Centre.

### **Leisure and Community Development**

**14 May 2015**

Proposed by Alderman S P Porter  
Seconded by Councillor S Skillen

#### Matters Arising

##### Page 136 item 4.2

In response to a request from Alderman S P Porter, it was agreed that this matter be referred back to the next Leisure and Community Development Committee meeting.

Alderman S P Porter advised that he had attended a recent event at Lisburn Museum arising from a project engaging local communities in the history of World War One and funded by the NI Museums Council. He apologised that, on this occasion, Members had not been invited due to the limited capacity of the facility, and also in order that participants and their families could attend the event.

Alderman Porter also advised that during the event, he had spoken with the Chief Executive of the NI Museum Council who had indicated that the Council's request in regard to nominations to the NI Museum Council Board could be accommodated and should be confirmed by the Council.

##### Page 140 item 4.9

Councillor T Morrow referred to the Committee's decision to nominate the Right Worshipful the Mayor and Councillor J Gray to serve as Observers on the Executive Committee of the Lisburn & Castlereagh Local Sports Advisory Council.

As Councillor T Morrow felt that it was important that the Castlereagh area was represented, he asked if it was possible for the Right Worshipful the Mayor to sit on the Council, for this first year, in an ex-officio capacity, whilst he could represent the Council as an Observer, with a view to the fact that he would then stand down at the end of that term.

Alderman S P Porter indicated that it was the first time he had been made aware of the issue and he reiterated that Elected Member nominated as Observers on the Lisburn & Castlereagh Local Sports Advisory Council did not have any voting rights.

It was agreed that this matter would be referred back to the next Leisure & Community Development Committee for further consideration.

For Noting

**Planning Committee**

**11 May 2015**

Alderman M Henderson drew attention to two typographical errors in the Planning Committee Minutes dated 11 May 2015, namely:

Page 92

The date of meeting should read Monday, 11 May 2015 instead of 13 April 2015.

Page 93 item 3

The word 'Shadow' should be omitted from 'Minutes of Meeting of Planning Committee held on 13 April 2015'.

## **8. Report of the Chief Executive**

It was agreed that the Report and Recommendations of the Chief Executive be adopted subject to any decisions recorded below:

For Decision

### **8.1 Carnegie UK Trust – Towards a Wellbeing Framework**

#### **8.1.1 Correspondence from NILGA**

The Council had been furnished with correspondence dated 27 March 2015 from NILGA with regard to the Carnegie UK Trust - 'Towards a Wellbeing Framework' initiative.

It was agreed that this correspondence be noted.

### 8.1.2 Towards a Wellbeing Framework – ‘Taking the Next Steps’ – Wednesday 10 June 2015 – Crumlin Road Gaol

The Council had been furnished with an invitation received from the Carnegie UK Trust to attend the above conference on 10 June 2015 at Crumlin Road Gaol. Members were advised that this was a free event and the estimated cost of attendance per member would be £14.80, in terms of expenses only.

It was agreed that the Chairman and Vice-Chairman of the Governance and Audit Committee, or their nominees, be nominated to attend the above conference at an estimated cost of £14.80 per delegate attending.

### 8.2 National Association of Councillors (NAC) Training and Development Seminar – ‘Devolving Powers to the Regions’ – 26-28 June 2015 – Lytham St Anne’s

The Council had been furnished with preliminary correspondence in relation to the above NAC conference at an estimated cost of attendance per delegate of £709.20.

It was proposed by Alderman W A Leathem, seconded by Alderman M Henderson and agreed to note the preliminary correspondence in relation to the NAC Training and Development Seminar ‘Devolving Powers to the Regions’ on 26-28 June 2015 – Lytham St Anne’s.

### 8.3 Annual Battle of the Somme Remembrance Parade and Service – Knockagh War Memorial, Carrickfergus – 28 June 2015

The Council had been furnished with correspondence received from Mid & East Antrim Borough council inviting Members of Council to attend this year’s Somme Remembrance Parade and Service to be held at the Knockagh War Memorial on Sunday, 28 June 2015.

It was agreed that any Member wishing to attend this event should advise Members’ Services section accordingly.

### 8.4 Accounts Process for Payment

#### 8.4.1 Schedules

It was agreed that approval be given to the above payments being made as listed in the schedules and that the Treasurer’s Advice Notes be signed on behalf of the Council.

For Noting8.5 Report on the Justice Bill

The Council had been furnished with correspondence dated 11 May 2015 from the Northern Ireland Assembly advising that the evidence provided to the Committee for Justice on the Justice Bill had completed the Committee Stage of the Bill and that the report was now available from the Assembly's website.

It was agreed that the content of the correspondence from the Northern Ireland Assembly dated 11 May 2015 be noted.

8.6 Partnership Panel

Councillor L Poots gave a verbal update to Members on the Partnership Panel Meeting, as the Council's representative on the Partnership Panel.

He referred to the need to ensure that if there is a requirement for the Partnership Panel to meet with Ministerial representation, the meeting agenda should therefore include items for discussion which are relevant to the remit of the Minister concerned.

Councillor L Poots advised that there would be a further meeting of the Partnership Panel in June with a view to consideration on how to move the Partnership Panel forward.

It was agreed that the verbal update provided by Councillor L Poots be noted.

**Additional Reports of the Chief Executive**8.7 National Association of Councillors (NAC) Training and Development Seminar – 'Devolution of Powers' – 26-28 June 2015 – Lytham St Anne's

The Chief Executive referred to earlier discussion in the meeting under Item 8.2 and advised that the Council had been furnished with further details relating to the above conference.

It was agreed to note the further information relating to the NAC Training and Development Seminar - 'Devolution of Powers'.

8.8 Councillors John and Jenny Palmer – Resignation from the Democratic Unionist Party

The Chief Executive advised Members that she had received notification from Councillors John and Jenny Palmer regarding their resignation as members of the Democratic Unionist Party on 19 May 2015 and advising

that they were intending to remain on the Council as Independent Unionists.

It was agreed to note the notification from Councillors John and Jenny Palmer.

## 9. Confidential Business

### 'In Committee'

It was proposed by Councillor A Redpath, seconded by Alderman A G Ewart and agreed that the Chief Executive's Confidential Report be considered 'in Committee' in the absence of press or members of the public.

### **The Assistant Director of Corporate Services (Central Support), the Assistant Director of Corporate Services (MCU) and IT Officer left the meeting (7.50 pm)**

#### 9.1 Job Descriptions and Person Specifications for Heads of Service

The HR Business Partner advised that, further to the confidential report provided to the Special Council meeting of 16 April 2015, Directors had met with the Mayor and Chair of their respective Committees to discuss the content of the job descriptions for the Heads of Service under each Directorate.

She stated that at the April Council meeting, it had been agreed that any changes to these job descriptions be noted through tracked changes for review by Members at the May Council Meeting. Members were advised that no substantive changes had been made to the job descriptions or evaluation of the posts

The HR Business Partner referred Members to the further revised work plan and proposed timetable for the appointment of the Heads of Service which had been previously circulated to Members for information.

Alderman S Martin wished to thank all those Officers involved in the lengthy process for their time and effort in completing the exercise.

In response to a query from Alderman S Martin, the HR Business Partner advised that Members would be notified at the first available opportunity once Heads of Service, where no competition exists, are appointed.

In response to a query from Alderman A G Ewart, the HR Business Partner confirmed that the salary scales for all Heads of Service had remained unchanged.

It was agreed that the job descriptions and person specifications and the associated evaluated pay scale be approved.

It was further agreed that the revised work plan and appointment process which would enable the Council to proceed with the recruitment of the Heads of Service for Lisburn & Castlereagh City Council be approved.

9.2 Legal Document

This matter had been dealt with earlier in the meeting under Agenda Item 6.2.

**Additional Confidential Business**

9.3 Lisburn Courthouse Procurement of Consultants

The Chief Executive recalled that the Court Service NI was currently consulting on proposals for the rationalisation of the court estate.

It was agreed to approve the appointment of Blu Zebra to prepare the Council's response to the Court Service consultation.

It was proposed by Alderman S Martin, seconded by Councillor Martin and agreed to come 'Out of Committee' and normal business was resumed.

**The Assistant Director of Corporate Services (Central Support), the Assistant Director of Corporate Services (MCU) and IT Officer re-entered the meeting (7.55 pm)**

Resumption of Normal Business

10. Any Other Business

10.1 National Association of Councillors – Taxation on Mileage

Alderman T Jeffers advised that the National Association of Councillors had indicated at its last meeting that they were proposing to expedite the legislation regarding Members' taxation on mileage.

10.2 National Association of Councillors – University Course for Councillors

Alderman T Jeffers advised that the National Association of Councillors were organising a University Course for Councillors which would mainly involve a correspondence course and some week-end participation.

He felt that this would be particularly beneficial to younger Councillors and, as the new term was due to commence in September, he asked if any Member who was interested in enrolling, should contact him for further information.

### 10.3 Portrait of HM Queen Elizabeth – Council Chamber

Alderman M Henderson referred to the current portrait of HM Queen Elizabeth which was displayed in the Council Chamber and stated that it was his understanding that the portrait which had been displayed at the former Castlereagh Borough Council Chamber was going to be on display.

The Right Worshipful the Mayor responded that the current portrait had been deemed to be more ceremonial and recent than the one which had been displayed at the Bradford Court Council Chamber. Furthermore he stated that whilst it had been agreed that the portrait of HM Queen Elizabeth would be displayed at the Island Centre, the exact location had not been specified.

### 10.4 Death of Former Member - Alderman Ronnie Campbell

Alderman W J Dillon referred to the sad passing of the former Alderman, Mr Ronnie Campbell.

He recalled that they had both been elected on to Lisburn Borough Council together in 1977 and Mr Campbell had since served with distinction as Chairman of at least two of the Council's Committee. Furthermore, when he had stood down, his son who was also a former Councillor, had replaced him in his position as Chairman.

He expressed his condolences at this very sad occasion and stated that he could not pay a high enough tribute to Mr Campbell and he had served as an excellent and useful servant to the people of Lisburn.

Alderman W A Leathem commented that whilst he had not served with him as a Councillor, Mr Campbell had been a long standing resident of Magheragall who had been held in very high regard, and he passed on his condolences to the Campbell family circle, on behalf of the Democratic Unionist Party

Councillor John Palmer wished to add his condolences on the basis that Mr Campbell had been a member of his church congregation.

### 10.5 Recent illness of First Minister

In response to a query from Alderman M Henderson, the Right Worshipful the Mayor advised Members that he had sent a letter to the First Minister and his family, on behalf of the Council, wishing him a

speedy recovery from his recent illness, especially given the fact that he had been awarded a Freeman of the City.

There being no further business for consideration, the meeting terminated at 8.02 pm.

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Mayor/Chairman