

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 September 2016 at 7.00 pm

PRESENT:

Councillor U Mackin, Chairman

The Right Worshipful the Mayor,
Councillor B Bloomfield MBE

Aldermen W J Dillon MBE, D Drysdale, A G Ewart

Councillors S Carson, A P Ewing, A Givan, A Grehan,
H Legge and M H Tolerton

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive
Lead Head of Planning & Building Control
Lead Head of Development
Head of Building Control
Head of Environmental Health
Committee Secretary

Commencement of Meeting

The Chairman, Councillor U Mackin, welcomed everyone to the September Meeting of the Development Committee, and expressed thanks to his party colleagues for having nominated him for the position as Chairman of the Development Committee.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of the Vice Chairman, Councillor J Gallen, Councillors O Gawith, T Mitchell and S Scott.

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.

2. Declarations of Interest (Cont'd)

During the course of the meeting Councillor A P Ewing declared an interest in item 4.1 'Lisburn City Centre – Seasonal Charges' in view of his employment at A, B & C Insurance Company, 74 Bachelors Walk, Lisburn.

During the course of the meeting Councillor M H Tolerton declared an interest in item 5.2.20 'Northern Ireland Rural Development Programme Update 2014-2020' in view of her chairmanship of this programmes Local Action Group (LAG).

A Declaration of Interest form was completed by Councillor H Legge in respect of the following:- items 5.1.1.10 'Affordable Warmth Scheme – Service Level Agreement' and 5.1.1.17 'Department of Social Development – Affordable Warmth Scheme,' in view of her membership of the Board of the Northern Ireland Housing Executive.

3. Minutes

It was proposed by Alderman W J Dillon, seconded by Councillor S Carson, and agreed that the Minutes of Meeting of Committee held on 1 June 2016, as adopted by the Council at its meeting on 27 June 2016, be confirmed and signed.

Alderman D Drysdale advised that he had submitted an apology for the Committee Meeting on 1 June 2016 as he had been on holiday at that time, and asked that his name be included in the list of apologies.

Matters Arising

Page 498 Item 6.10

Nicholson Statute – Proposed Restoration Work

In response to an enquiry from Alderman A G Ewart, the Lead Head of Development reported that the contract for the restoration work on the Nicholson statute was due to be awarded in October 2016.

At this point in the meeting it was agreed that the Confidential Report by the Lead Head of Development be considered.

4. Confidential Report by the Lead Head of Development

The Chairman, Councillor U Mackin, reported that the items in the Confidential reports were required to be considered "In Committee" for the reasons outlined:-

4. 1 City Centre Hotel Project - Confidential due to information relating to the financial or business affairs of the organisation concerned.
- 4.2 Lisburn City Centre – Seasonal Charges – Confidential due to information relating to the financial or business affairs of the organisations concerned.

4. Confidential Report by the Lead Head of Development (Cont'd)

4.3 Request from B&Q Sprucefield - Confidential due to information relating to the financial or business affairs of the organisations concerned.

"In Committee"

It was proposed by Councillor S Carson, seconded by Councillor A Grehan, and agreed that the Confidential Business, for the reasons outlined above, be considered "In Committee" in the absence of press or members of the public.

It agreed that the Confidential Report and recommendations of the Lead Head of Development be adopted subject to any decisions recorded below.

4.1 Lisburn City Centre – Seasonal Charges

The Lead Head of Development reported that the Council's Environmental Services Committee was currently considering the implications for the delivery of the car parking functions. As car parking in Lisburn City Centre was of interest to the Development Committee, the Development Committee was required to make recommendations accordingly to the Environmental Services Committee.

The Lead Head of Development outlined in his report a number of options in regard to car park charges in Lisburn City Centre.

Councillor A Givan and H Legge entered the meeting at 7.20 pm.

The Right Worshipful the Mayor, Councillor R B Bloomfield, left the meeting at 7.20 pm.

A discussion ensued during which The Lead Head of Development and the Head of Environmental Health responded to questions from the Committee.

It was proposed by Alderman A G Ewart, seconded by Alderman D Drysdale, and agreed to recommend that the Council offer car parking free-of-charge in the City Centre Council-owned car parks on the four Saturdays in December during the lead up to Christmas.

On a show of hands, at the request for the Chairman, six Members were in favour of the above proposal, two Members were against the proposal and one Member abstained.

4.2 City Centre Hotel Project

The Committee had been furnished with a copy of a summary document in connection with a potential City Centre Hotel project.

4.2 City Centre Hotel Project (Contd)

It was agreed to recommend that the Committee agrees, retrospectively, the attendance by the Chairman, Councillor U Mackin, at a visit to Newcastle-Upon-Tyne on 18 August 2016 in connection with the above project, it being noted that further reports would be brought to the Committee as the project progressed.

4.3 Request from B&Q, Sprucefield

The Lead Head of Development outlined the request from B&Q Sprucefield in connection with Sunday opening hours to accommodate holidaymakers.

The Lead Head of Development set out in his report the legislation in respect of additional opening hours of large shops within a designated 'holiday resort' area.

A copy of the newspaper advertisement by way of an initial consultation exercise with both the public and businesses had been furnished to the Committee.

A discussion ensued during which the Lead Head of Development and the Head of Environmental Health responded to questions from the Committee.

It was proposed by Alderman A G Ewart, seconded by Councillor M H Tolerton, and agreed to recommend that the request from B&Q Sprucefield be not acceded to, and that the Council does not give consideration to designating the Lisburn and Castlereagh area as a 'holiday resort.'

On a show of hands, at the request of the Chairman, eight Members were in favour of the above proposal and one Member abstained.

It was proposed by Councillor S Carson, seconded by Councillor A P Ewing, and agreed to come out of Committee and normal business was resumed.

Resumption of Normal Business

5 Report by the Lead Head of Planning & Building Control and the Lead Head of Development

5.1 Report by Lead Head of Planning & Building Control

It was agreed that the report and recommendations of the Lead Head of Planning & Building Control be adopted subject to any decisions recorded below:

5.1.1 Report by Head of Building Control

It was agreed that the recommendations of the Head of Building Control be adopted subject to any decisions recorded below.

Item for Decision5.1.1.1 Street Naming off Belsize Gardens, Belsize Road, Lisburn

The Head of Building Control reported that Alan Patterson Design had proposed the name for a continuation of an existing development off the existing Belsize Gardens development, Belsize Road, Lisburn.

A copy of the development layout had been circulated to the Committee for Members' information.

It was agreed to recommend that the name 'Belsize Way,' which met the requirements of the Council's Street Naming Policy in that 'Belsize Way' was an approved name that was used in the locality, be allocated to the proposed development of 5 dwellings off Belsize Gardens, there being no objections to this proposal having been received from consultees.

5.1.1.2 Street Naming off Coopers Mill, Dundonald

The Head of Building Control reported that McGinnis Developments had proposed the names for a continuation of the existing Coopers Mill development in Dundonald.

A copy of the development layout had been circulated to the Committee for Members' information.

It was agreed to recommend that the names 'Coopers Mill Way,' 'Coopers Mill Link,' and 'Coopers Mill Green' which met the requirements of the Council's Street Naming Policy in that 'Coopers Mill' was an approved name that was used in the existing development be allocated to the proposed extension to the existing 'Coopers Mill' development, Dundonald, there being no objections to this proposal having been received from consultees.

5.1.1.3 Street Naming off Eaton Park, The Cutts, Dunmurry

The Head of Building Control reported that Moore Design had proposed the street name for a link road contained within the larger Eaton Park development off The Cutts in Dunmurry.

A copy of the development layout had been circulated to the Committee for Members' information.

It was agreed to recommend that the name 'Eaton Lane,' which met the requirements of the Council's Street Naming Policy in that the name 'Eaton' was an approved name that was used in the locality, be allocated to the proposed street within the Easton Park development off The Cutts, Dunmurry.

5.1.1.4 Street Naming off Millmount Road, Dundonald

The Head of Building Control reported that Alan Patterson Design had proposed the name for a link road between the existing Millmount Road, Dundonald and the Millmount Village development,

A copy of the development layout had been circulated to the Committee for Members' information.

It was agreed to recommend that the name 'Millmount Village Road,' which met the requirements of the Council's Street Naming Policy in that 'Millmount Village' was an approved name that was used in the locality, be allocated to the link road between the existing Millmount Road, Dundonald and the Millmount Village development, Dundonald, there being no objections to this proposal having been received from consultees.

5.1.1.5 Street Naming off Pond Park Road, Lisburn

The Head of Building Control reported that Alan Patterson Design had proposed the name 'Pond Park Mews' for a development of 10 dwellings off the Pond Park Road in Lisburn.

It was noted that the name 'Pond Park Mews,' met the requirements of the Council's Street Naming Policy in that 'Pond Park' was an approved name that was used in the locality, there being no objections to this proposal having been received from consultees.

A copy of the development layout had been circulated to the Committee for Members' information.

Councillor Givan was of the opinion that reference to 'Lady Wallace' would be more appropriate for the name of the development off the Pond Park Road, in view of the precise location of that development.

It was agreed to recommend that the matter of Street Naming of the development of 10 dwellings off Pond Park Road, Lisburn, be referred back to Officers for further consideration by the developer concerned.

5.1.1.6 Street Naming off Lisburn Road, Hillsborough

The Head of Building Control reported that Viewpoint Developments Limited had proposed the name 'Fox Hill' for a development that consisted of 9 dwelling units off the existing Lisburn Road, Hillsborough.

A copy of the development layout had been circulated to the Committee for Members' information.

5.1.1.6 Street Naming off Lisburn Road, Hillsborough (Contd)

It was agreed to recommend that the street name 'Fox Hill,' which met the requirements of the Council's Street Naming Policy in that the name 'Fox Hill' had a historic link to the Hillsborough area, be allocated to the proposed development of 9 dwelling units off the existing Lisburn Road, Hillsborough, there being no objections to this proposal having been received from consultees.

5.1.1.7 Street Naming off Killultagh Road, Lisburn

The Head of Building Control reported that Ballycarrickmaddy Developments Limited had proposed the name 'Carrick Court' for a development that consisted of 3 dwellings off the existing Killultagh Road, Lisburn, which met the requirements of the Council's Street Naming Policy in that 'Carrick' had a historic link to the area. There were no objections to this proposal having been received from consultees.

A copy of the development layout had been circulated to the Committee for Members' information.

In response to a question from Councillor M H Tolerton in regard to the proposed name of 'Carrick Court' the Head of Building Control advised that the reference to 'Carrick' originated from the name of the local townland, Ballycarrickmaddy. He stated that the development concerned was located on the edge of the townland, Ballycarrickmaddy. He also indicated that the local school was named Ballycarrickmaddy Primary School.

Councillor M H Tolerton was of the opinion that the name 'Carrick' was not readily identifiable with the townland name of its origin and that other townland names may be as relevant. A discussion followed during which the suggestion of 'Carrickmaddy Court' appeared more agreeable.

It was agreed to recommend on a proposal by Councillor M H Tolerton, seconded by Councillor A P Ewing that the matter of Street Naming of the development of 3 dwellings off the existing Killultagh Road, Lisburn, be referred back to Officers for further consideration by the developer concerned.

Alderman D Drysdale, having left the meeting at 7.55 pm, returned at 8.00 pm.

5.1.1.8 Street Naming off Derriaghy Road, Lisburn

The Head of Building Control reported that Alan Patterson Design had proposed street names for a development that consisted of 21 dwellings off the existing Derriaghy Road, Lisburn.

A copy of the development layout had been circulated to the Committee for Members' information.

5.1.1.8 Street Naming off Derriaghy Road, Lisburn (Contd)

It was agreed to recommend that the names 'Old Church Heights' and 'Old Church Grove,' which met the requirements of the Council's Street Naming Policy in that 'the name 'Church' had a historical link to the immediate area, be allocated to the proposed development of 21 dwellings off the Derriaghy Road, Lisburn, there being no objections to this proposal having been received from consultees.

5.1.1.9 Street Naming off Hillsborough Road, Carryduff

The Head of Building Control reported that Peter O'Hare Limited had proposed the name 'Royal Ascot Mews' for a development that consisted of 19 dwellings off the Hillsborough Road, Carryduff.

A copy of the development layout had been circulated to the Committee for Members' information.

It was agreed to recommend that the name 'Royal Ascot Mews,' which met the requirements of the Council's Street Naming Policy in that the name 'Royal Ascot' had a historical link to the area, be allocated to the proposed development of 19 dwellings off the Hillsborough Road, Carryduff, there being no objections to this proposal having been received from consultees.

5.1.1.10 Affordable Warmth Scheme – Service Level Agreement

The Head of Building Control reminded the Committee of the ongoing Department for Social Development (DSD), now Department for Communities (DfC), fuel poverty initiative and the important role of the Council in delivering the Affordable Warmth Scheme.

The Head of Building Control advised the Committee that DSD/DfC officials had indicated their appreciation of this Council's involvement as an integral stakeholder in the scheme and whose local knowledge was adding great value to delivering the improvement measure to those most in need.

The Committee noted that the Council's involvement was fully funded by DSD/DfC and part of that arrangement was to have a Service Level Agreement (SLA) in place that set out responsibilities of both parties, this Council having previously signed this SLA for the previous scheme years, and due to the Department's revised targets for Councils the SLA had had minor updates to reflect this fact.

The Committee had been furnished with a copy of the Service Level Agreement which was in place to set out the responsibilities of both parties.

It was agreed to recommend that the Chief Executive sign the Service Level Agreement with the Department for Social Development /Department for Communities in delivering the Affordable Warmth Scheme.

5.1.1.11 Energy Performance of Buildings (Certificates and Inspections) Regulations

The Lead Head of Development reminded the Committee that the duty for enforcing the Energy Performance of Buildings (EPB) Regulations had transferred to District Councils on 30 December 2009 and that since that date councils had agreed to Belfast City Council (BCC) becoming the employing authority for a dedicated team of officers, 'the EPB Team' which had an agreed "Enforcement Protocol' with the Department to aid consistency of delivery of the legislation across all Councils.

The Head of Building Control reported that the above arrangement had proved successful and that all former councils had continued to renew the arrangements year on year, and had continued to sign the Service Level Agreement (SLA) with Belfast City Council on an annual basis.

The Committee had been furnished with a copy of the Enforcement Protocol and also the Service Level Agreement.

It was agreed to recommend that the content of the Enforcement Protocol be noted and that approval be granted for the Chief Executive to sign and agree the EPB Service Level Agreement on behalf of the Council, as circulated.

5.1.1.12 Department of Finance Consultation on Review of Energy Assessor Accreditation Scheme Operations

The Head of Building Control reminded the Committee of the requirement to have a valid Energy Performance Certificate when selling or renting a dwelling, and of the need for producing and displaying a Display Energy Certificate on certain public buildings. The Head of Building Control reported that in order that those creating the certification were deemed competent they must be part of an 'accreditation scheme' responsible for the checking and auditing of members.

The Committee had been furnished with a copy of correspondence and consultation documentation from the Building Standards Branch of the Department of Finance in relation to the Scheme operations. The closing date for the consultation had been 6 July 2016.

Also furnished to the Committee was a copy of the consultation response dated 4 July 2016 which had been submitted on behalf of the Council and which had been compiled in conjunction with the Enforcement Team in Belfast City Council.

It was agreed to recommend that retrospective approval be granted to the response submitted on behalf of the Council in respect of the Review of Energy Assessor Accreditation Scheme Operations, submitted on 4 July 2016.

Items for Noting5.1.1.13 Department of Finance – Consultation on Proposed Building (Amendment) Regulations (Northern Ireland) 2016: New Part M and Minor Amendments to Part F

The Committee had been furnished with a copy of a consultee letter from the Department of Finance dated 15 August 2016 which set out the basis of the consultation.

It was noted that a further report on the above regulations would be brought before the October Meeting of the Development Committee for consideration.

5.1.1.14 Energy Performance of Building Regulations – Audit

The Head of Building Control reported that the Council had received notification from the Department of Finance that Lisburn & Castlereagh City Council had been selected for audit in relation to, 'the Council's responsibility for both enforcement of and compliance with the Energy Performance of Buildings (Certificates and Inspections) Regulations (Northern Ireland) 2008 (as amended). A copy of the Department's correspondence in this regard had been furnished to the Committee.

It was also noted that the above-mentioned audit was to take place mid-September 2016 and that a written report on the findings would be brought back to the Committee for consideration in due course.

5.1.1 15 Building Control Applications – Full Plan Applications and Regularisation Certificates

The Committee noted the undernoted information in regard to the Full Plan Applications 'Approved' and Regularisation Certificates issued in accordance with the powers delegated for the Months of May, June and July 2016.

Month	Full Plan Approvals	Regularisation Certificates
May 2016	113	20
June 2016	219	34
July 2016	233	45

5.1.1.16 Department of Finance and Personnel – Completion Notice Ready Report to Land and Property Services

The Committee noted the undernoted information in regard to Completion Notice Ready Reports for the months of May, June and July 2016 returned to the Department of Finance and Personnel, Land and Property Services, in relation to the number of properties that had been identified as having reached Occupiable Status.

5.1.1.16 Department of Finance and Personnel – Completion Notice Ready Report to Land and Property Services (Contd)

Month	Completion Notice Ready
May 2016	60
June 2016	95
July 2016	45

5.1.1.17 Department for Social Development – Affordable Warmth Project

The Committee noted the undernoted information in regard to visits by Home Assessment Officers within the Council's Building Control Service for the months of May, June and July 2016

Month	Home Visits Carried Out	Completed and Eligible Referrals to NIHE (after financial checks)	'Make the Call'
May 2016	53	24	19
June 2016	322	37	9
July 2016	197	38	20

Items for Noting

5.1.2 Planning Agreements

The Lead Head of Planning and Building Control reminded the Committee that the Local Authority would continue to use planning conditions as part of the planning application process to ensure that new developments in our city area were well designed, attractive, and would provide a positive impact on the overall Lisburn & City Council landscape.

The Lead Head advised the Committee that new developments however often put pressure on already over-stretched infrastructure and community areas and it was generally expected that developers would mitigate or compensate for the impact of their proposals by way of 'Planning Agreements'. The Authority to make use of Planning Agreements was currently found under Section 76 of the Planning Act (NI) 2011 and in the Strategic Planning Policy Statement NI.

The Lead Head reported that the Council would be commencing its own Local Development Plan to replace the Belfast Area Metropolitan Area Plan, it was necessary to provide a context and framework that Local Authorities and applicants/developers could enter into legal agreements which were attached to planning permissions going forward. A report in this regard would be presented to the Committee at its Meeting in October 2016.

It was agreed that the report by the Lead Head of Planning and Building Control be noted.

5.1.3 Planning Review Update by NEREO (David Leask)

The Lead Head of Planning and Building Control reminded the Committee that the review which had been ongoing had completed the workshops for the Development Management area of the Service, and that the review of the Local Development Plan area would commence on 2 September with workshops to be held on 12 and 13 September 2016.

It was noted that following the above-mentioned workshops an interim review report would be brought before the Committee in due course.

5.1.4 Department for Infrastructure

5.1.4.1 Weight Restriction – Lisburn Street, Hillsborough

The Committee had been furnished with and noted the content of a letter from Transport NI in response to the Council's request for consideration to be given to upgrading the Carnreagh Road to facilitate additional traffic caused by the proposed weight restriction.

5.1.5 Budget Report – Building Control

The Committee had been furnished with and noted the content of a copy of a summary Budget Report for Building Control for the year to 31 March 2017 as at 31 July 2016.

5.1.6 Rolling Year Absence Figures for Building Control

The Committee had been furnished with and noted the content of a report on the rolling absence figures for Building Control and Director's Administration team for the period 1 April 2015 to 30 June 2016.

The Lead Head of Planning and Building Control reported that in light of the increase in absence levels as reported this matter was being addressed by the Council's Corporate Management Team and a report thereon would be brought to the Corporate Services Committee at its Meeting in September.

It was agreed that the report by the Lead Head of Building Control be noted.

The Lead Head of Planning & Building Control, the Head of Environmental Health and the Head of Building Control left the meeting (8.10 pm).

Councillor A Givan left the meeting (8.10 pm).

5.2 Report by Lead Head of Development

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

5.2.1 Serious PR Limited on behalf of Tesco NI

The Committee had been furnished with a copy of a letter to the Chief Executive from Mr David McCavery of Serious PR Limited, representing Tesco NI, requesting the opportunity to meet with the Council or relevant Committee to share details of the role of Tesco within the local community in terms of employment, supporting local businesses and charities.

It was agreed to recommend that representatives of Tesco NI be invited to a future Meeting of the Committee in order to make a presentation as outlined above.

Councillor A Givan returned to the meeting (8.14 pm).

5.2.2 Hillsborough Forest Park Project

Following the recent best practice visit to Grizedale by the Committee the Chairman had requested that a subgroup of Elected Members be established to oversee the development and delivery of the Hillsborough Forest Park Project.

It was agreed to recommend on a proposal by Alderman D Drysdale, seconded by Alderman A G Ewart, that those Members of the Committee who had attended the best practice visit to Grizedale, and who wished to be on the subgroup, comprise the Hillsborough Forest Park Project subgroup, including the Vice Chairman of the Committee.

5.2.3 Business Solutions: Business Development Programmes Update 2016/2017

5.2.3.1 Business Mentoring Programme

The Lead Head of Development reported that following the high profile Evolution Programme which delivered a programme of bespoke mentoring for over 500 local businesses, the Development Committee had agreed the delivery of a new Business Mentoring Programme in June 2015 to build upon the success of Evolution and continue this Council-led one-to-one engagement with companies.

The Committee had been furnished with a copy of a background report on the Mentoring Programme which due to high demand an extension had been granted to support an additional 30 businesses in March 2016.

The Lead Head of Development reported that as there was currently a waiting list with 15 businesses and with the demand growing on a daily basis for this business support service, it was proposed that a new programme be procured which would accommodate up to 40 businesses at a maximum cost of £29,950.

It was agreed to recommend that a next phase of the Business Mentoring Programme, as outlined above, be agreed at a maximum cost of £29,950.

5.2.3.2 International Trade Development Programme

The Lead Head of Development reminded the Committee of the annual Council-led Trade Development Programme to the Netherlands & Central and Eastern Europe which was delivered by Northern Ireland Trade Consultants (NITC) and EasyLink Businesses Services.

The Committee had been furnished with a copy of initial evaluation reports from both the Netherlands Trade Development Programme and the Czech Republic Trade Development Programme which indicated that new trade opportunities of around €550,000 and €210,000 could be generated from the Czech Programme and the Netherlands Programme, respectively.

The Lead Head of Development reported that it was proposed that the Council funds a second phase of the International Trade Development Programme to the Netherlands and Central & Eastern Europe, it being noted that the second phase of the Programme would consist of the following markets:

- Netherlands at a cost of up to £29,960 for a total of six companies, with a planned three-day market visit from 24-26 January 2017, and
- Slovenia at a cost of up to £29,980 for a total of six companies, with a planned three-day market visit from 27-29 March 2017. It was noted that it was also proposed that a Civic delegation accompany the businesses in order to meet with key industry and civic representatives to visit and disseminate best practice in terms of local economic projects.

It was also noted that a recruitment event for both programmes, led by Northern Ireland Trade Consultants (NITC) and EasyLink Business Services would take place on Wednesday 16 November 2016 at Lagan Valley Island to coincide with Global Entrepreneurship Week.

It was agreed to recommend that:

- a) the Committee agrees to a second phase of the Council-led trade programmes to the Netherlands and Slovenia as outlined above, and
- b) a Civic delegation takes place to Slovenia at a total cost of £5,000.

5.2.3.3 Innovation Programme

The Lead Head of Development reported that the first phase of the Innovation Programme, which had been led by The Innotech Centre, South West College from December 2015 to June 2016, was now complete with total of nine local businesses having received specialized mentoring support to help develop new commercial products and services.

5.2.3.3 Innovation Programme (Contd)

The Lead Head of Development outlined the key outputs from the Innovation Programme and reported that at least 10 new jobs would be required to support the new and innovative products that had been identified.

The Committee had been furnished with a copy of final report on the first phase of the Innovation Programme.

It was agreed to recommend that the Committee agrees to a second phase of the Innovation Programme, to be delivered by South West College, with a maximum budget of £17,750.

5.2.3.4 Sales Development Programme

The Committee had been furnished with a copy of a final evaluation report on the Sales Development Programme which had been delivered by Full Circle Management Solutions from December 2015 to June 2016.

The Lead Head of Development reported that a total of 10 companies from the Lisburn & Castlereagh City area had been recruited to take part in this programme and that within two months of programme completion the participating companies had quoted for work to the value of £785,132 (exc. VAT) and had created an additional nine jobs.

It was agreed to recommend that the Committee agrees to a second phase of the Sales Development Programme, with a maximum budget of £22,703.

5.2.4 Netherlands Trade Development Initiative: Northern Ireland-Netherlands (NI-NL) Trade and Export Society Annual Dinner, Netherlands 2017

The Lead Head of Development reminded the Committee that the Council was one of the founding members of the Northern Ireland Netherlands Trade and Export Society (N-NL) along with Invest NI and Northern Ireland Trade Consultants (NITC).

The Committee noted details in regard to the various networking events that NI-NL had delivered for local businesses during 2015-2016.

The Lead Head of Development reported that the Economic Development Unit had received a funding request for the annual Council contribution of €7,250 for the next 12 months' activity of the NI-NL network in 2016/2017, which would cover the cost of coordinating the networking events, local and regional publicity and two editions of NI-NL Biz magazine, as well as the high profile annual trade dinner which this year would be held in Amsterdam. It was noted that Invest NI and NITC both match funded the above amount.

5.2.4 Netherlands Trade Development Initiative: Northern Ireland-Netherlands (NI-NL) Trade and Export Society Annual Dinner, Netherlands 2017 (Cont'd)

It was agreed to recommend that:

- a) the Committee agrees to fund NI-NL as detailed above, and
- b) the Council be represented at the NI-NL Annual Trade Dinner in Amsterdam on 26 January 2017 by the Chairman and Vice Chairman of the Committee together with the Chief Executive and an appropriate Officer, at an estimated cost of £269.44 per Council delegate or £319.42 for the fourth and subsequent Council delegate.

5.2.5 Annual Northern Ireland Economic Conference 2016
Wednesday 19 October 2016 City Hotel Derry-Londonderry

The Committee had been furnished with details of the annual Northern Ireland Economic Conference which was in its 21st year.

It was proposed by Alderman A G Ewart, seconded by Alderman D Drysdale, and agreed to recommend that the Council be not represented at the above event.

5.2.6 Women in Business Annual Conference & Awards 2016
Sponsorship Opportunity

The Lead Head of Development reported that Belfast City Council had been approached by Women in Business (WIB) with a request that the 11 councils sponsor their upcoming Annual Conference on 22 September 2016 and Annual Awards event on 17 November 2016 under the 'Go for It' brand which was now owned by the councils, sponsoring Best New Business Category.

The Lead Head of Development reported that the total cost of sponsorship across both events was £9,000 and that it was proposed that this amount would be split across the participating councils based upon the LED allocations.

It was proposed by Alderman D Drysdale and agreed to recommend that the Committee supports the above-mentioned WIB events at a total cost of £792 and that Councillors A Grehan, H Legge, S Scott and M H Tolerton be nominated to represent the Council at the Women in Business Annual Awards evening on 17 November 2016 in the Ramada Plaza, Belfast.

5.2.7 EUROCITIES Events Schedule 2016

The Lead Head of Development reported that EUROCITIES was the networking platform for major European cities which engaged with key European institutions on a wide range of policies affecting cities, including economic development, environment, transport and mobility, social affairs, culture, the digital agenda, public services and public procurement.

5.2.7 EUROCITIES Events Schedule 2016 (Cont'd)

The Lead Head of Development reminded the Committee that the Council had successfully applied to be a member of the Eurocities network in 2015, and currently sat as a member of the Economic Development Forum.

The Committee had been furnished with a copy of a report detailing an overview and indicative costings for two key Eurocities events where it was proposed there was appropriate Council representation.

It was agreed to recommend that:

- a) the Chairman and Vice Chairman of the Committee, be nominated to attend the Annual Eurocities conference in Milan, Italy, during 16-18 November 2016 together with an appropriate Officer, and
- b) the Economic Development Forum in Stockholm-Nacka-Solna, Sweden, during 26-28 October 2016 be attended by an appropriate Officer only.

It was noted that the estimated cost of a Council delegate attending the Eurocities Conference in Milan was £913 based on three nights' duration and that the estimated cost of an Officer attending the Economic Development Forum in Stockholm-Nacka-Solna was £1,077 based on three nights' duration.

5.2.8 Regeneration 'Revitalise' Project

The Lead Head of Development reported that an opportunity had arisen through the new Department for Communities' Urban Regeneration function, for the Council to receive funding to support a new round of initiatives through the Regeneration Revitalise Project. The activity must take place in the commercial centres across the Council area, namely, Lisburn City Centre, Dundonald Centre and Newtownbreda Commercial Area.

The Committee had been furnished with a copy of a report outlining the initiatives that the Department for Communities had developed along with the Council's Regeneration team that could be funded through this programme, namely: events space at Moat Park, Dundonald, a souk-style market in Lisburn City Centre; new pedestrian directional signage across the commercial centres and an environmental improvement scheme at the Inns Shops, Newtownbreda.

It was agreed to recommend that the Committee agrees the initiatives that were being developed through the Lisburn & Castlereagh 'Revitalise' Project with support from the Department for Communities at a total cost of £200,000, with the funding mix as follows:

- £115,000 from the Department for Communities
- £50,000 from Lisburn & Castlereagh City Council
- £35,000 – contributions from directly benefiting private sector businesses.

The Chairman, Councillor U Mackin, welcomed that above funding from the Department for Communities for the Regeneration 'Revitalise' Project.

5.2.9 Christmas Events & Animation Programme 2016, Lisburn City Centre

The Lead Head of Development reminded the Committee of the series of events and animation activities that were delivered through the City Centre Management team following the Council's annual Christmas Switch-On event and also the Weekend Discount Campaign branded as "Lisburn, You Got it for Less" which took place in November each year.

Following initial research findings that there was no longer enough support across the retailers for the Weekend Discount Campaign, it was proposed that an alternative promotional initiative be introduced in the form of the publication of a 'Christmas Gift Guide' which could be promoted using appropriate media via the Integrated Marketing Campaign.

It was noted that a full programme of the events and marketing initiatives was being developed by the Council's Regeneration Unit, through the City Centre Management function, and a fully costed plan would be presented to the Committee in October 2016 for Members' consideration.

It was agreed to recommend that in view of the need to progress the Christmas Programme the Committee be granted delegated authority at its Meeting in October 2016 to agree the Lisburn City Centre Christmas Events and Animation Programme 2016.

5.2.10 World Travel Market, London - November 2016

The Lead Head of Development reminded the Committee that each year Visit Belfast attended the World Travel Market in London in November to promote the Belfast Metropolitan Area as a tourist destination.

It was agreed to recommend that the Committee nominates the Chairman and/or Vice Chairman to represent the Council at the World Travel Market for at least one day to experience first-hand the marketing and promotional activities of Belfast Regional Tourism Partnership to gather information on competing destinations and best practice within the sector, it being noted that the estimated cost of a Members' attendance was £473.68.

5.2.11 Erasmus+ Letter of Offer – Mainstreaming Student Entrepreneurship Programme

The Lead Head of Development reported that following a successful funding bid the Council had received a Letter of Offer for €55,712 (circa £47,600) under the EU Erasmus+ Programme to deliver a project entitled 'MASTER' (Mainstreaming Student Entrepreneurship); a project that aimed to work with vocational training delivery agents to increase the opportunities for students to learn practical skills linked to running their own business, and promote enterprise across the Council area.

5.2.11 Erasmus+ Letter of Offer – Mainstreaming Student Entrepreneurship Programme (Contd)

The Lead Head of Development advised that the above programme also represented the first Erasmus+ funded scheme whereby the Council would act as lead partner and as a consequence the Council would be responsible for the management of the overall grant scheme worth €220,688 and would work in partnership with a range of similar delivery agents based in Spain, Holland, Belgium, Denmark and Republic of Ireland.

It was agreed to recommend that the Committee agrees retrospectively the acceptance of €55,712 grant from EU Erasmus+ to deliver the aforementioned 'Mainstreaming Student Entrepreneurial' Project, it being noted that the Letter of Offer agreement had been signed by the Chief Executive with the agreement of the Chairman of the Committee, and returned to the awarding body by the stipulated date.

The Lead Head of Development responded to a question from Alderman D Drysdale in connection with the delivery of the above programme.

Items for Noting

5.2 12 Off Street Car Parking

The Lead Head of Development reminded the Committee that the Off-Street Car Parking function had passed from Transport NI to Council in April 2015 and that the existing Service Level Agreement with the Department for Infrastructure in respect of Off-Street Car Parking, which had been extended at Local Government Reform, was now due to expire on 31 October 2016.

The Lead Head of Development updated the Committee in regard to a number of on-going issues in relation to Off-Street Car Parking, specifically issues around service delivery and financial implications for the Council.

The Lead Head of Development advised that the issue of car parking was being considered as part of the Local Development Plan and the Lisburn City Centre Master Plan.

A discussion ensued in relation to car parking issues in Lisburn City Centre, particularly in the run up to Christmas.

At the request of Alderman D Drysdale it was agreed that a further report on Off Street Car Parking be brought to a meeting of the Committee in order to update the Committee on the current position from the Planning Committee's perspective and which could also address some of the immediate parking issues in the run up to Christmas.

It was agreed that the report by the Lead Head of Development on Off-Street Car Parking be noted.

5.2.13 City Centre Stakeholder Group

The Lead Head of Development reminded the Committee that a City Centre Stakeholder Group meeting had taken place on 16 June 2016 with a further meeting of the Group scheduled to take place on 26 September 2016 from 8.30 am – 10.30 am, it being noted that the agenda would focus on the priority topics as highlighted by the stakeholder roundtable discussions at the meeting in June.

The Lead Head of Development advised that all Members of the Council were invited to attend the September Meeting of the City Centre Stakeholder Group.

Alderman D Drysdale requested that his apology be recorded for the above-mentioned Stakeholder Meeting on 26 September.

5.2.14 Community Planning Thematic Working Groups – Economic Wellbeing Workshop, 29 July 2016

The Committee had been furnished with and noted content of a summary report on the outcomes of the Community Planning Economic Wellbeing workshop held on 29 July 2016.

5.2.15 Erasmus+ Letter of Offer – Regional Apprenticeship Alliances for SMEs

The Lead Head of Development reported that the Council had received a second Letter of Offer for €48,314 (circa £41,400) under the Erasmus+ Programme to deliver a project entitled 'RAISE' – Regional Apprenticeship Alliances for SMEs, the aim of which was to increase the capacity of local SMEs to improve apprenticeship uptake. The project would work in partnership with other similar delivery agents based in Poland, Spain, Holland and France in order to share best practice.

The total cost of the above project was €60,392 with grant offer of €48,314 representing 80% of total costs with the remaining 20% (€12,078) to be co-financed by the Council via 'in kind' contribution (staff resource).

The Committee also noted that the Letter of Offer Agreement had been signed by the Chief Executive with the agreement of the Committee Chairman and returned to the awarding body prior to the stipulated date. This was further noted at the Meeting of Council held on 27 June 2016 due to the fact that there had been no meeting of the Development Committee scheduled during this period.

It was agreed that The Lead Head of Development's report be noted.

5.2.16 Northern Ireland Business Start Up Programme

5.2.16.1 Interim Business Start Up Provision October 2016 – Update

The Committee had been furnished with and noted content of an addendum to the current Service Level Agreement (SLA) from Invest NI for the delivery of the Regional Start Initiative from 1 April – 21 October 2016, which reflected an additional marketing budget of £3,363.86 which had been used to refresh the digital 'Go for It' marketing assets.

The Lead Head of Development reminded the Committee of its decision at the meeting of the Committee held on 1 June 2016 to fund an interim Business Start Up campaign with a Northern Ireland wide marketing campaign delivered through Derry City & Strabane District Council.

The Committee had been also circulated with a copy of a SLA from Derry City & Strabane District Council reflecting the costs of delivery of a Northern Ireland wide digital campaign from 1 September 2016 – 31 March 2017 at a total cost to the Council of £3,571.84.

The Lead Head of Development confirmed that there was provision in the 2016/2017 Economic Development budget for this expenditure.

It was agreed that the report by the Lead Head of Development be noted.

5.2.16.2 Transfer of 0800 027 0639 'Go for It' Telephone Number to Lisburn & Castlereagh City Council

The Lead Head of Development reported that Invest NI had confirmed that the contract for the 0800 number which drove enquiries to the 'Go for It' campaign ended on 31 August 2016. It was noted that as councils planned to continue to use this number as part of their interim programme provision and as a result of a quotation exercise, the current contract holder, Chess, would continue to provide the same 0800 number to the councils for a further 12 months from 1 September 2016, with the cost of hosting this number being split between the participating councils based on the LED allocation percentage basis.

It was agreed that The Lead Head of Development's report be noted.

5.2.17 Business Solutions: Entrepreneurs Network and Female Entrepreneurs Network – Schedule of Events 2016/2017

The Lead Head of Development reminded the Committee that as part of the work of the Business Solutions team in Economic Development, the Council hosted two free networking and discussion forums for small businesses in the Lisburn and Castlereagh area. These sessions offered practical information aimed at addressing key issues and promoting local business development.

5.2.17 Business Solutions: Entrepreneurs Network and Female Entrepreneurs Network – Schedule of Events 2016/2017 (Contd)

The Committee had been furnished with and noted the content of a copy of the new networking schedule for 2016/2017, which would be delivered at a maximum budget of up to £17,000, to include all venue hire, catering, guest speakers and marketing activities.

The Lead Head of Development confirmed that there was provision in the 2016/2017 Economic Development budget for this expenditure.

It was agreed that The Lead Head of Development's report in regard to the Entrepreneurs Network and the Female Entrepreneurs Network be noted.

5.2.18 Programme for Government/Refocus of the Economic Strategy Call for Evidence

The Lead Head of Development referred to the Northern Ireland Executive's Economic Strategy, which had been published in 2012, and which set out how the Executive had planned to grow a prosperous local economy over the short, medium and long term to 2030.

The Lead Head of Development reported that following the development by the new Executive of a draft outcomes focused Programme for Government, the Executive now wished to consider how the Economic Strategy should be refocused to reflect current economic conditions and developments in key policy areas, and to this end the Department had offered stakeholders and interested parties an opportunity to submit views to help inform thinking on the draft Economic Strategy in advance of the formal consultation.

The Committee had been furnished with and noted the content of a copy of a response to the above-mentioned exercise which had been submitted by SOLACE on behalf of the 11 councils.

The Chief Executive and the Lead Head of Development responded to questions from Alderman A G Ewart in regard to the above-mentioned response submitted by SOLACE to the new Executive. It was noted that a response would have been submitted by NILGA also on behalf of the 11 councils.

5.2.19 Independent Evaluation of Business Support Programmes

The Lead Head of Development reminded the Committee of its decision at its meeting held on 6 April 2016 to commission an independent evaluation report which would evaluate fully five council-led business support programmes delivered up to June 2015, which had been co-financed through the European Regional Development Fund (ERDF) Sustainable Competitiveness Programme (2007-2014).

5.2.19 Independent Evaluation of Business Support Programmes (Contd)

The Committee noted that a procurement exercise had been completed, the value of the successful bid was £13,440. It was noted that there was provision for this expenditure in the Economic Development Estimates 2016/2017.

5.2.20 NI Rural Development Programme 2014-2020 Update

The Lead Head of Development reported that 38 applications had been received by Lagan Rural Partnership Local Action Group (LAG) under the Rural Business Investment Scheme, it being noted that the total grant request of the applications received was £1,340,000 against an allocated budget of £1,300,000 for a wide range of proposals linked to manufacturing, light engineering and service delivery.

The Committee noted that it was envisaged that the first tranche of grant award letters of offer would be released in October 2016.

It was agreed that the report by the Lead Head of Development in connection with the NI Rural Development Partnership be noted.

5.2.21 Lisburn Linkages Public Realm Scheme – Updated Appraisal

The Lead Head of Development reminded the Committee that the Lisburn Linkages Public Realm Scheme included plans to deliver up-graded paving, lighting and street furniture in a number of linking streets in Lisburn City Centre, and that in September 2014 the Committee had agreed an Economic Appraisal for this project which included a capital contribution from the Council of £2.75 m.

The Lead Head of Development reported that the Department for Communities had proposed a higher contribution of £2m towards the Lisburn Linkages project, with the remaining £1.75m being funded by the Council. The Committee had been furnished with a copy of an updated appraisal which outlined the same proposed project but with a change to the funding contributions, as outlined to the Committee.

The Lead Head of Development responded to comments by Councillor S Carson in relation to the granite which was being proposed for the above Scheme.

It was agreed that the Lead Head of Development's report be noted.

5.2.22 City Centre Events Update

The Committee had been furnished with and noted the content of a report on the recent events, and a schedule of the events due to take place over coming months.

The Chairman, Councillor U Mackin, expressed thanks and appreciation in regard to the efforts of Council staff in progressing the City Centre events programme and requested that the thanks of the Committee be conveyed to the staff members concerned.

5.2.23 Hillsborough Steering Group Committee

The Committee had been furnished with and noted the content of a copy of the minutes of the most recent Hillsborough Steering Group Committee which had taken place on 26 May 2016.

5.2.24 Budget Report – Development

The Committee had been furnished with and noted the content of a summary budget report for Development for the year to 31 March 2017 as at 31 July 2016.

5.2.25 Rolling Year Absence Figures for the Director’s Administration Team and Economic Development

The Committee had been furnished with and noted the content of a table showing rolling year absence figures for the Director’s Administration Team and Economic Development for the period 1 April 2015 to 30 June 2016.

The Lead Head of Development drew Members’ attention to a Council-wide increase in absenteeism which was being addressed by the Council’s Corporate Management Team who were working to address this issue, it being noted that a detailed report on this matter would be brought to the Corporate Services Committee in September 2016.

It was agreed that the report by the Lead Head of Development be noted.

Additional Report by Lead Head of Development

5.2.26 “Responsible Business Summit” Wednesday 5 October 2016 Waterfront Hall, Belfast

The Committee had been furnished with details of the above event, the estimated cost of a Member’s attendance being £133.39.

It was agreed to recommend that the Chairman and Vice Chairman of the Committee, or the Chairman’s nominees, be nominated to attend the “Responsible Business Summit” on Wednesday 5 October 2016.

Verbal Matter

5.2.27 Smyth Patterson’s 80th Birthday Competition

The Lead Head of Development reported that Smyth Patterson, Department Store, Market Square, Lisburn, had approached the Council requesting that the Council supports its 80th birthday competition by allowing the competition prize, a Volkswagen Polo car to sit for 4 days in any week for six weeks in the top terrace of the new Public Realm space.

5.2.27 Smyth Patterson's 80th Birthday Competition (Contd)

The Lead Head of Development advised that the benefits of this initiative would promote:

- Smyth Patterson's 80th birthday competition
- the Smyth Patterson brand
- Philips Volkswagen garage recent move to the Dobbies site on the Ballynahinch Road

Aldermen A G Ewart and W J Dillon spoke in support of the above request by Smyth Patterson.

Councillor M H Tolerton, whilst concurring with some to the sentiments expressed by the previous speakers, stated that it would be necessary to establish certain criteria in any agreement in this matter.

Councillor A P Ewing also indicated his support to Smyth Patterson and also Philips Volkswagen business.

It was agreed to recommend that the Council supports the request from Smyth Patterson in respect of its 80th birthday celebrations and that the detail of a programme of support be left with Council Officers, with the final proposal to be approved by the Chairman of the Committee.

6. Any Other Business

6.1 NILGA Annual Conference – Wednesday 5 October 2016 Derry/Londonderry Alderman D Drysdale

Alderman D Drysdale drew the Committee's attention to the fact that the Annual NILGA Conference was taking place on the same day as the "Responsible Business Summit."

It was also noted that Wednesday, 5 October 2016 was also the date of the next Meeting of the Development Committee.

In view of the above busy schedule it was agreed that the October Meeting of the Development Committee take place on Wednesday, 12 October 2016 at 7.00 pm in the Cherry Room.

At this juncture the Chairman, Councillor U Mackin, expressed his appreciation to Members for their perseverance and indulgence in relocating at short notice to the Council Chamber for the Committee meeting that evening, and explained that the reason had been due to the lengthy business on the agenda of the Environmental Services Committee, which also took place in the Cherry Room.

6.2 Parking Restrictions – Market Square
Councillor S Carson

Councillor S Carson highlighted the on-going problem with car parking in Market Square, in particular the 'all day' parking around the Linen Centre & Lisburn Museum and the Public Realm space.

Councillor S Carson put on record his thanks to The Lead Head of Development and the Regeneration Manager for their efforts to date in relation to the on-going problem of parking in Market Square, Lisburn.

It was proposed by Councillor S Carson, seconded by Councillor M H Tolerton, and agreed to recommend that a letter be sent to the Minister for Infrastructure reiterating the Council's concerns and asking that he addresses this problem as a matter of urgency.

At the request of Alderman A G Ewart it was agreed to recommend that the Council also writes to the Divisional Roads Manager, Mr Kevin Monaghan, in this regard.

Comments were noted in regard to the issue of the Council's Museum staff also parking in the area of the Lisburn Museum, and the requirement of the Chief Executive to convey the Committee's concerns to the relevant Heads of Service in the first instance.

6.3 Lisburn Public Realm – Judicial Review Update
Lead Head of Development

The Lead Head of Development updated the Committee in regard to dates for the next hearing in the High Court in connection with the Lisburn Public Realm Scheme Judicial Review.

It was noted that a report on this matter would be brought to the Committee in due course.

6.4 Lisburn Public Realm Fountain
Councillor A P Ewing

Councillor A P Ewing welcomed the fact that the fountain in the Public Realm space was now operating was attracting more people into the Public Realm area.

There being no further business for consideration the meeting terminated at 9.15 pm.

Mayor/Chairman